

**Town of Arlington
Massachusetts**

**Report of the
Finance Committee**



**ANNUAL TOWN MEETING
Monday, April 23, 2012**

**SPECIAL TOWN MEETING
Monday, May 7, 2012**

THE FINANCE COMMITTEE

ALLAN TOSTI, *Chairman*

RICHARD C. FANNING, *Vice Chairman*
CHARLES T. FOSKETT, *Vice Chairman*

ALAN JONES, *Vice Chairman*
PETER B. HOWARD, *Secretary*

PRECINCT	TERM ENDS	PRECINCT	TERM ENDS
1 PAUL BAYER	2012	11 ROBERT JENKINS	2014
2 STEPHEN W. DECOURCEY	2013	12 KENNETH J. SIMMONS	2012
3 ALLAN TOSTI	2012	13 JOHN J. DEYST, JR.	2013
4 RYAN J. FERRARA	2014	14 ALAN JONES	2013
5 MARY MARGARET FRANCLEMONT	2014	15 RICHARD C. FANNING	2012
6 ARIF PADARIA	2013	16 CAROLYN WHITE	2012
7 JOSEPH M. CONNORS	2013	17 GRANT GIBIAN	2012
8 CHARLES T. FOSKETT	2013	18 MARY RONAN	2013
9 BRIAN BECK	2012	19 CHRISTINE DESHLER	2012
10 PETER B. HOWARD	2014	20 DEAN CARMAN	2014
		21 DAVID MCKENNA	2012

GLORIA TURKALL
Executive Secretary

The Finance Committee was established by vote of the Town over a century ago on March 7, 1895. Article 33 provided for the selection of a "committee of twenty-one", which would consider all articles in the warrant involving an appropriation of money and "make report thereof in print, with their estimates and recommendations for final action of the town....."

Arlington's Finance Committee, however, was not the first in the state. According to the Massachusetts Finance Committee Handbook, "The Finance Committee's beginning was the action of a group of citizens of Quincy in 1870 who created themselves a committee to restore financial order." In 1910, the legislature required finance committees for every town "whose valuation for the purposes of apportioning the state tax exceeds one million dollars." Chapter 39, Section 16, also provided that any other town may "by by-law provide for the election or the appointment and duties of appropriation, advisory or finance committees, who shall consider any or all municipal questions for the purpose of making reports or recommendations to the town...."

In Arlington, the duties and responsibilities of the Finance Committee are stated in the Town Manager Act, Sections 31-35, and in the Bylaws, Title I, Article 7. Finance Committee members must be registered voters of the town. They are appointed by a three-member committee composed of the Moderator, the chairman of the Finance Committee and the chairman of the Board of Trust Fund Commissioners.

Under Section 4 of Article 7 of Title I of the Bylaws, the Finance Committee "shall consider all articles contained in any warrant except articles on zoning...and those articles which do not require or request an appropriation of money...said committee shall make recommendations, and shall report in print, if possible at or prior to each town meeting, but the omission of said committee so to consider, recommend and/or report shall not affect the validity of any vote or other action at any town meeting. The committee shall also make such general suggestions, criticisms and recommendations, as it may deem expedient. Nothing contained in this section shall preclude the Committee from considering, if it sees fit, articles which do not require or request an appropriation of money."

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GLOSSARY

AVAILABLE FUNDS -- See Unencumbered Funds

CHERRY SHEET -- Cherry-colored form showing state and county charges and reimbursement to the Town as certified by the State Director of Accounts.

ENTERPRISE FUNDS -- Funds that account for all revenues and expenditures for services and allow surpluses to be used to reduce user fees for the services or to pay for capital improvements. Each fund has an independent budget. Losses are made up from the Town's general fund. Presently, Arlington has enterprise funds for Council on Aging Transportation, Recreation, Veterans' Memorial Rink, Water & Sewer and Youth Services.

FISCAL YEAR -- July 1 through June 30.

FREE CASH -- See Unencumbered Funds.

OVERLAY -- Funds set aside to cover abatements and exemptions. The amount is determined by the Board of Assessors.

OVERLAY RESERVE -- Unused accumulated amount of Overlay for previous years that is not required to be held in a specific Overlay account for a given year. Once released by the Board of Assessors, the funds may be used for any municipal purpose.

RESERVE FUND -- A fund established by the Annual Town Meeting. It is under control of the Finance Committee, which may authorize transfers for extraordinary or unforeseen expenditures. The fund may be composed of an appropriation of not more than 5% of the tax levy for the preceding year.

STABILIZATION FUND -- A special account created to provide a reserve for municipal expenditures.

SURPLUS REVENUE -- The total amount of cash, accounts receivable, and other current assets that exceed liabilities and reserves.

UNENCUMBERED FUNDS -- The amount of surplus revenue, minus uncollected taxes of prior years. Unencumbered funds must be certified by the State Bureau of Accounts before they can be used. Also known as Free Cash or Available Funds.

REPORT OF THE CHAIR OF THE FINANCE COMMITTEE

A great deal has happened since the Town Meeting adjourned last May. The major event was the passage in June of the Proposition 2 ½ override by the citizens of our Town. This allowed us to maintain and stabilize Town services, restore some of those services which had been cut in prior years and promise the voters that there would be no additional overrides for at least three fiscal years. This promise requires us to strictly limit our spending increases.

The second major event was the passage of legislation by the Massachusetts House and Senate and signed by the Governor, which allowed cities and towns to curtail the growth of employee and retiree health insurance by either joining the State Group Insurance Commission (“GIC”) or enacting changes in our health insurance system that would produce similar savings. The Town Manager and Board of Selectmen moved very quickly and scheduled a meeting on the day the Governor signed the legislation to implement joining the GIC as soon as possible. Working productively with the Town unions, the Town was able to join the GIC on January 1st and thus begin the savings as soon as possible. The Town Manager, the Board of Selectmen and the employee unions deserve a great deal of credit for productive negotiations and rapid implementation that will save Town services and jobs far into the future.

The third event was an unexpected increase in the Town’s local aid as recommended by the Governor and House Ways and Means Committee.

The combination of these three changes will allow the Town to have balanced budgets which protect services and the taxpayer for at least another five years into the future. See Appendix D for a breakdown of the projected revenue and expenditures of the Town. The taxpayers stepped to the plate when we needed them last June. It is now our responsibility to step to the plate for them by limiting Town spending and carefully monitoring our reserves so as to live within the limits of Proposition 2 ½ as far into the future as possible. That will be the policy of the Finance Committee and we hope that will be your policy as well.

Under this policy, the Finance Committee, in cooperation with other Town officials, proceeded to move ahead with the fiscal year 2013 budget. Both the Town Manager and School Superintendent presented budgets within the limits as promised to the voters last June. Our initial revenue projections were based upon levels agreed to by various Town officials and the local aid as recommended by the Governor last January. The Finance Committee has been working since late January reviewing budgets and examining the revenue projections for next year. We waited until the House Ways and Means reported their recommendations on April 11th, fine tuned the numbers and went to print with the Finance Committee Report made available to you on the first night of this Town Meeting.

We have been trimming budgets where possible, dedicated to the Other Post Employment Benefits Fund (OPEB) the full amount we had utilized in past years and continued to increase the snow and ice budget to prevent future deficits. We are recommending the addition of funds to the Override Stabilization Fund for future years as promised to the voters and continuing to monitor revenues and expenditures to keep future budgets balanced.

In closing, we need to emphasize the importance of controlling appropriations in the fiscal year 2013 budget. In the summer of 2011, when we last issued Town bonds, the Town maintained its high AAA rating from Standard and Poor's, which rates the Town's bonds. We accomplished this because we have a long term revenue and expenditure plan, a capital plan with strong support from this body, a strong reserve position and continued funding of the retiree health insurance fund. We cannot use any more of the Town's reserves without jeopardizing the Town's future financial condition. The voters must know that the Town can control expenditures and maintain a balanced budget. We need to utilize conservative financial practices if we are to maintain our high credit rating, which lowers interest costs for future bonding and keeps faith with our promise to the voters.

As in past years, we ask for your support in keeping the budgets balanced. We have allocated revenues as prudently and fairly as possible. Proposed increases must be balanced by reductions elsewhere. As always, we are available to answer any questions you may have.

Respectfully submitted,

Allan Tosti, Chair
Arlington Finance Committee

The Finance Committee recommends passages of the following votes:

(Unless otherwise indicated, the following recommendations were by unanimous votes: any exceptions are noted in parentheses following the text of the recommended vote. The Chairman votes only when the recommendation of the Finance Committee will be affected.)

ARTICLES 2-13 The Redevelopment Board and Board of Selectmen will report on these articles.

ARTICLE 14 BYLAW AMENDMENT/MUNICIPAL CHARGE LIENS-SCHOOL FEES

To see if the Town will vote to amend Title I, Article 21 (“Municipal Charges Liens”) of the Town Bylaws to allow for the imposition of municipal-charges liens on real property for unpaid school fees; or take any action related thereto.

(Inserted at the request of the Arlington School Committee)

VOTED: That the Finance Committee supports the Favorable Action recommendation of the Board of Selectmen. (10-4)

COMMENT: This allows for an additional collection vehicle when all other attempts to collect unpaid fees have failed.

ARTICLE 15 **The Board of Selectmen will report on this article.**

ARTICLE 16 BYLAW AMENDMENT/TIME OF TOWN MEETING SESSIONS

To see if the Town will vote to amend Title I, Article 1, Section 1, to change the time of Town Meeting from 8:00 p.m. to 7:00 p.m.; or take any action related thereto.

(Inserted by the Board of Selectmen)

VOTED: That no action be taken on this article. (15-1)

COMMENT: The Finance Committee meets at 7:30 before each Town Meeting to discuss and vote on any last minute business that might come up on Town Meeting articles. If the Town Meeting meets at an earlier time, it will be very difficult to obtain a quorum for such meetings.

ARTICLES 17-22 The Board of Selectmen will report on these articles.

ARTICLE 23 BYLAW AMENDMENT/SECOND WATER METERS

To see if the Town will vote to amend the Town Bylaws to allow for the installation of second water meters for non-domestic water usage, including but not limited to water used for lawns, gardens, swimming pools, and washing cars; or take any action related thereto.

(Inserted at the request of Joseph Carabello and 10 registered voters)

VOTED: **The Finance Committee supports the No Action vote of the Board of Selectmen on this article.**

COMMENT: The proposal to establish a second water meter program sends a message to consumers to utilize more potable water for nonessential use. Individuals who utilize less water will be subsidizing those who use more water and encouraging nonessential water use is in conflict with state water conservation standards and contrary to the town's environmental goals.

ARTICLES 24-25 The Board of Selectmen will report on these articles.

ARTICLE 26 ESTABLISH COMMITTEE/BUILDING MAINTENANCE

To see if the Town will vote to establish an advisory committee to the Town Manager to develop building maintenance policies and funding strategies therefore, or take any action related thereto.

(Inserted at the request of the Town Manager)

VOTED: That the Finance Committee supports the No Action vote of the Board of Selectmen.

COMMENT: This article was submitted by the Town Manager at the request of the Capital Planning Committee (CPC), which had proposed this process in the May 2011 Capital Planning Report. At that time the CPC had indicated that it would return to Town Meeting in 2012 with a recommended action. Following a CPC presentation to the Board of Selectmen on March 12, 2012, the Board voted to create a maintenance committee similar to that recommended by the CPC. Both the CPC and the Finance Committee endorse the action of the Board of Selectmen. As a result the Board of Selectmen's action Article 26 is redundant and the Finance Committee recommends a vote of No Action.

ARTICLES 27-28 The Board of Selectmen will report on these articles.

ARTICLE 29 VOTE/LOWER INTEREST RATE FOR PROPERTY TAX DEFERRALS FOR ELDERLY RESIDENTS

To see if the Town will vote to further lower the rate of interest that accrues on property taxes deferred by eligible seniors under Clause 41A of Section 5 of Chapter 59 of the General Laws, which was set at a minimum six per cent by vote of 2006 Annual Town Meeting under Article 28; or take any action related thereto.

(Inserted by the Board of Selectmen)

VOTED: The Finance Committee supports the Favorable Action vote of the Board of Selectmen.

ARTICLE 30

**VOTE/INCREASE ANNUAL INCOME LIMIT FOR
ELDERLY RESIDENTS TO QUALIFY FOR PROPERTY
TAX DEFERRALS**

To see if the Town will vote to raise income limits for elderly residents to qualify for property-tax deferral as provided in Clause 41A of Section 5 of Chapter 59 of the General Laws, to determine the source of funding for such increased exemptions, including making any necessary fund transfers; or take any action related thereto.

(Inserted by the Board of Selectmen)

**VOTED: The Finance Committee supports the Favorable Action vote of the
Board of Selectmen.**

**ARTICLE 31 HOME RULE LEGISLATION/INCREASE TAX EXEMPTIONS
FOR ELDERLY RESIDENTS**

To see if the Town will vote to request and authorize the Board of Selectman to file Home Rule Legislation with the General Court (1) to permit the Assessors to grant increased tax exemptions for elderly residents of the Town in accordance with Clause 41C of Section 5 of Chapter 59 of the General Laws; and/or (2) to raise income and asset limits to qualify for such exemptions, to determine the source of funding for such increased exemptions, including making any necessary fund transfers; or take any action related thereto.

(Inserted by the Board of Selectmen)

**VOTED: The Finance Committee supports the No Action vote of the Board of
Selectmen.**

**ARTICLE 32 REPORT/IMPLEMENTATION OF CONSOLIDATED
TOWN-SCHOOL FINANCE DEPARTMENT**

To receive the report and recommendations of the Town Manager concerning delivery of Town and School finance functions as requested under Article 51 of the 2011 Annual Town Meeting, or take any action related thereto.

(Inserted at the request of the Town Manager)

**VOTED: The Finance Committee supports the recommendation to receive the
Report by the Board of Selectmen. (15-2)**

**ARTICLE 33 HOME RULE LEGISLATION/MUNICIPAL FINANCE
DEPARTMENT**

To see if the Town will vote to authorize and request the Board of Selectmen to file Home Rule Legislation that would allow the creation of a consolidated department of municipal finance upon a positive vote of the electorate, or take any action related thereto.

(Inserted at the request of the Town Manager)

**VOTED: The Finance Committee supports the No Action vote of the Board of
Selectmen. (15-2)**

ARTICLE 34 **The Board of Selectmen will report on this article.**

(Inserted at the request of the Finance Committee)

COMMENT: Because there is no legislation enacted in this area that could be accepted at this time, the Finance Committee voted to recommend no action on this article.

(Inserted at the request of the Town Manager)

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ARTICLE 39

POSITIONS RECLASSIFICATION

To see if the Town will vote to make additions, deletions and/or modifications to the Classification and Pay Plan, appropriate a sum of money to fund same if necessary, determine how the money will be raised and expended; or take any action related thereto.

(Inserted at the request of the Town Manager and the Director of Human Resources)

VOTED: **That the Classification Plan, as established by Title 1, Article 6, Section 1, Schedule A of the By-Laws, be and hereby is amended as follows:**

1. By reclassifying the following positions:

A. Social Worker – ATP7 to ATP8 Health and Human Services	FTE 1 \$2,251
B. Director of Youth Services ATP9 to ATP11 Health and Human Services	FTE1 \$6,688
C. Public Health Nurse ATP7 to ATP8 Health and Human Services	FTE 0.4571 \$1,028
D. Office Manager – Health and Human Services ATP5 to ATP6 Department of Health and Human Services	FTE 1 \$2,662
E. Recreation Facilities Supervisor ATP6 to ATP7 Recreation	FTE 1 \$2,782
F. MEO III – Water MC5 to MC6 Public Works	FTE 1 \$2,475
G. Water Systems Maintenance Craftsman – MC5 to MC6 Public Works	FTE 5 \$12,376
H. Assistant Collector (Real Estate) OA5 to OA6 Treasurer	FTE 1 \$3,338

And to fund the \$33,601 appropriation as indicated above, said sum to be raised by general tax and included in the budgets of the departments affected.

By adding the following positions:

- A. Paralegal – Town Counsel ATP5
Legal Department
- B. Administrative Assistant- Police ATP4
Community Safety
- C. Administrative Assistant – Fire ATP3
Community Safety

- D. Youth Coalition Director – ATP8
Health and Human Services
- E. Working Foreman – Paint Shop –MC7
Public Works
- F. Economic Development Coordinator – ATP12
Planning and Community Development
- 1. By deleting the following positions:
 - A. Customer Service Representative ATP3
Public Works
 - B. Senior Clerk and Typist – Veterans OA2
Health and Human Services
 - C. Purchasing Assistant OA3
Town Manager’s Office
 - D. Legal Secretary – Town Counsel OA6
Legal Department
 - E. Assistant Computer Operator OA3
Information Technology
 - F. Office Manager – Community Safety ATP5
Community Safety
 - G. Office Manager – DPW ATP5
Public Works
 - H. Sign Painter – MC5
Public Works

ARTICLE 40

APPROPRIATION/TOWN BUDGETS

To see if the Town will vote to make appropriations to defray Town obligations, liabilities, outlay and expenses and especially for or relating to all or any of the boards, departments, purposes and matters hereinafter mentioned, and to provide for the disposal of motor vehicles and other personal property belonging to the Town, determine how the money shall be raised and expended; or take any action related thereto: Finance Committee, Board of Selectmen, Town Manager, Personnel, Comptroller, Information Technology, Town Treasurer and Collector of Taxes, Assessors, Legal and Workers' Compensation, Town Clerk, Registrars, Planning and Community Development, Redevelopment Board, Parking, Zoning Board of Appeals, Public Works, Cemeteries, Community Safety, School Department, Libraries, Human Services, Insurance, Non-Contributory Pensions, Contributory Pensions, Town Debt and Interest, Reserve Fund, and/or any other Town Departments, Boards, Commissions or Committees, Water and Sewer Enterprise Fund, Recreation Enterprise Fund, Council on Aging Transportation Enterprise Fund, Veterans' Memorial Rink Enterprise Fund, and Youth Services Enterprise Fund.

(Inserted by the Board of Selectmen and at the request of the Town Manager)

See B1 Below.

ARTICLE 41

CAPITAL BUDGET

To see if the Town will vote to appropriate a sum of money to defray the expense of purchasing, leasing, or bonding of capital equipment, infrastructure, buildings or other projects of the Town or to acquire real property for municipal purposes; to appropriate a sum of money to fund previously incurred or future Town debt, to acquire land for said projects where necessary by purchase, eminent domain taking or otherwise, determine how the money shall be raised including the possibility of borrowing any or all of the same, or the transfer of funds from any previous appropriation, determine how such money shall be expended, or take any action related thereto.

(Inserted by the Board of Selectmen, and at the request of the

Town Manager and the Capital Planning Committee)

VOTED: (1) That the sum of \$9,343,820 be and hereby is appropriated for various capital projects and equipment as shown below, and expended under the direction of the Town Manager, said sum to be raised by general tax:

Item	Amount	Project	Department
1.	\$ 5,000	Photocopier lease	BOARD OF SELECTMEN
2.	\$ 10,000	Radio Upgrade	COMMUNITY SAFETY - FIRE SERVICES
3.	\$ 16,000	Replace LDH	COMMUNITY SAFETY - FIRE SERVICES
4.	\$ 23,000	Bullet Proof Vest Program	COMMUNITY SAFETY - POLICE SERVICES
5.	\$ 3,500	Laser Radar	COMMUNITY SAFETY - POLICE SERVICES
6.	\$ 4,500	Photocopier	COMMUNITY SAFETY - POLICE SERVICES
7.	\$ 12,000	Radio Upgrade	COMMUNITY SAFETY - POLICE SERVICES
8.	\$ 7,000	Security System	COMMUNITY SAFETY - POLICE SERVICES
9.	\$ 131,000	Vehicle Replacement Program	COMMUNITY SAFETY - POLICE SERVICES
10.	\$ 10,500	High Speed Tire Balance Machine	COMMUNITY SAFETY - SUPPORT SERVICES
11.	\$ 15,000	Tire Changing Machine	COMMUNITY SAFETY - SUPPORT SERVICES
12.	\$ 2,800	Photocopier Lease - BOH/COA	HEALTH & HUMAN SERVICES
13.	\$ 20,000	Replace Hybrid vehicle	HEALTH & HUMAN SERVICES
14.	\$ 4,000	Whittemore Robbins House - Stairwell 1st fl to Basement	HEALTH & HUMAN SERVICES
15.	\$ 8,000	Whittemore Robbins House Window Replacement	HEALTH & HUMAN SERVICES
16.	\$ 5,000	Photocopier	LEGAL/WORKERS' COMPENSATION
17.	\$ 5,350	Exhaust fans	LIBRARY
18.	\$ 75,000	Comprehensive Master Plan	PLANNING
19.	\$ 2,500	Photocopier/Equipment	PLANNING
20.	\$ 15,000	GPS Truck Tracking	PUBLIC WORKS HIGHWAY DIVISION
21.	\$ 350,000	Roadway Reconstruction	PUBLIC WORKS HIGHWAY DIVISION
22.	\$ 400,000	Roadway Reconstruction Override 2011	PUBLIC WORKS HIGHWAY DIVISION
23.	\$ 50,000	Sidewalks and Curbstones	PUBLIC WORKS HIGHWAY DIVISION
24.	\$ 12,000	Snow Plow - (1 per 2 yr.)	PUBLIC WORKS HIGHWAY DIVISION
25.	\$ 10,000	Feasibility Study	RECREATION
26.	\$ 5,000	Asbestos Abatement - Remove Tiles	SCHOOLS
27.	\$ 85,000	Maintenance Bucket Truck	SCHOOLS
28.	\$ 120,000	Photocopier Lease Program	SCHOOLS
29.	\$ 5,000	Small Equipment and Tools	SCHOOLS
30.	\$ 5,000	Photocopier	TOWN MANAGER
31.	\$ 20,000	Website CMS Upgrade	TOWN MANAGER
32.	\$ 20,000	Microfilm Reader	TREASURER
33.	\$ 5,206	Photocopier	TREASURER
34.	\$ 1,462,356	Acquisitions Total	
35.	\$ 9,019,993	Prior Debt Service	
36.	\$ 101,037	New Debt Service	
37.	\$ (54,496)	Less Veterans Memorial Rink	
38.	\$ (49,300)	Less Ambulance Revolving Fund	
	\$ (237,375)	Less Enterprise Fund Debt Svc Approp.	
	\$ (898,395)	Less MWRA Loan Payments	
	\$ 9,343,820		Grand Total

- (2) That the various capital projects and equipment purchases shown below shall be undertaken and financed by grants or other funds as shown below, such grants to be expended under the direction of the Town Manager.

Item	Amount	Project	Department
1.	\$30,000	ARB - 23 Maple Street Interior baths, halls, kitchen, stairwells	REDEVELOPMENT BOARD
2.	\$40,000	ARB - Central Boiler	REDEVELOPMENT BOARD
3.	\$10,000	ARB - Central Exterior driveway/walkway, stairs	REDEVELOPMENT BOARD
4.	\$5,000	ARB - Central Library Mechanical/Electrical/Plumbing/Elevator	REDEVELOPMENT BOARD
5.	\$9,000	ARB - Jefferson Cutter Exterior Chimney/Trim/Walls/Windows	REDEVELOPMENT BOARD
6.	\$500,000	Chapter 90 Roadway	PUBLIC WORKS HIGHWAY DIVISION
7.	\$100,000	Drainage Rehab-Regulatory Compliance (Ch-308)	PUBLIC WORKS WATER/SEWER DIVISION
8.	\$100,000	Hydrant replacement program	PUBLIC WORKS WATER/SEWER DIVISION
9.	\$100,000	Lift Station upgrade	PUBLIC WORKS WATER/SEWER DIVISION
10.	\$45,000	Pickup	PUBLIC WORKS WATER/SEWER DIVISION
11.	\$1,200,000	Sewer System Rehabilitation	PUBLIC WORKS WATER/SEWER DIVISION
12.	\$5,000	Small Equipment	PUBLIC WORKS WATER/SEWER DIVISION
13.	\$950,000	Water System Rehabilitation	PUBLIC WORKS WATER/SEWER DIVISION
14.	\$125,000	Install Sidewalk Ramps CDBG	PUBLIC WORKS HIGHWAY DIVISION
	\$3,219,000		Grand Total

(3) That the sum of \$4,051,650 be and hereby is appropriated for extraordinary repairs to public facilities, acquisition of land and the purchase and installation of equipment and for costs incidental and related thereto as follows:

(This space intentionally blank.)

Item	Amount	Project	Department	Statutory Citation, Chapter 44 Section(), or any Enabling Authority
1.	\$ 32,000	Protective Gear Replacement	COMMUNITY SAFETY - FIRE SERVICES	7(9)
1.	\$ 550,000	Replace 1 Engine	COMMUNITY SAFETY - FIRE SERVICES	7(9)
1.	\$ 30,000	Animal Control Van	COMMUNITY SAFETY - POLICE SERVICES	7(9)
1.	\$ 15,000	Robbins House Cottage beams, sill, siding	HEALTH & HUMAN SERVICES	7(3A)
1.	\$ 20,000	Building Security Elements	INFORMATION TECHNOLOGY	7(28 & 29)
1.	\$ 125,000	Educational IT Program	INFORMATION TECHNOLOGY	7(28 & 29)
1.	\$ 19,100	Library MLN Equipment	INFORMATION TECHNOLOGY	7(28 & 29)
1.	\$ 5,100	Library - PC Vend Printing/Photocopier Project	INFORMATION TECHNOLOGY	7(28 & 29)
1.	\$ 50,000	MUNIS Production Enviroment Server	INFORMATION TECHNOLOGY	7(28 & 29)
1.	\$ 25,000	Network Performance/Wireless	INFORMATION TECHNOLOGY	7(28 & 29)
1.	\$ 120,000	Ottoson Upgrade Phone	INFORMATION TECHNOLOGY	7(28 & 29)
1.	\$ 40,000	School - Software Licensing	INFORMATION TECHNOLOGY	7(28 & 29)
1.	\$ 40,000	School Dept-Admin Micro Program	INFORMATION TECHNOLOGY	7(28 & 29)
1.	\$ 30,000	Software Upgrades & Standardization	INFORMATION TECHNOLOGY	7(28 & 29)
1.	\$ 40,000	Town Network Infrastructure	INFORMATION TECHNOLOGY	7(28 & 29)
1.	\$ 60,000	Town-Microcomputer Program	INFORMATION TECHNOLOGY	7(28 & 29)
1.	\$ 75,000	Wireless Assessments, 8 Schools Continue Upgrade	INFORMATION TECHNOLOGY	7(28 & 29)
1.	\$ 25,000	Vehicle - Building/Plumbing/Wire Inspectors	INSPECTIONS	7(9)
1.	\$ 406,000	Replace roofs 1892 & 1931 buildings	LIBRARY	7(3A)
1.	\$ 78,000	Replacement of roof covering - membrane	LIBRARY	7(3A)
1.	\$ 3,200	Roof Drainage	LIBRARY	7(3A)
1.	\$ 6,500	Roof Repairs - 1992 Addition	LIBRARY	7(3A)
1.	\$ 50,000	Retaining Wall adj to Town Hall & Library	PLANNING	7(3A)
1.	\$ 30,000	Utility vehicle, 4 X 4	PUBLIC WORKS ENGINEERING DIVISION	7(9)
1.	\$ 85,000	33,000 gvw dump truck	PUBLIC WORKS HIGHWAY DIVISION	7(9)
1.	\$ 65,000	Install Sidewalk Ramps	PUBLIC WORKS HIGHWAY DIVISION	7(9)
1.	\$ 17,000	Sander Body	PUBLIC WORKS HIGHWAY DIVISION	7(9)
1.	\$ 625,000	Street Light Replacement - LED	PUBLIC WORKS HIGHWAY DIVISION	7(9)
1.	\$ 45,000	Pickup 4WD w/ plow	PUBLIC WORKS HIGHWAY DIVISION	7(9)
1.	\$ 58,000	Landscaping Multi-Purpose Tractor, 4wd	PUBLIC WORKS NATURAL RESOURCES DIVISION	7(9)
1.	\$ 225,000	High School Parking lot culvert	PUBLIC WORKS PROPERTIES DIVISION	7(1 & 1A)
1.	\$ 435,750	Florence Ave Tot Lot	RECREATION	7(25)
1.	\$ 50,000	BOS - Parmenter Boiler	REDEVELOPMENT BOARD	7(3A)
1.	\$ 15,000	Gibbs Interior Bathrooms	REDEVELOPMENT BOARD	7(3A)
1.	\$ 20,000	Gibbs Repaving parking lot	REDEVELOPMENT BOARD	7(6)
1.	\$ 65,000	MGR - Gibbs downspouts, gutters, roof	REDEVELOPMENT BOARD	7(3A)
1.	\$ 85,000	Bus - 53 Passenger #101	SCHOOLS	7(9)
1.	\$ 40,000	Bus #109 8 passenger 7-D suburban	SCHOOLS	7(9)
1.	\$ 6,000	High School -Replace ventilating rooftop units	SCHOOLS	7(9)
1.	\$ 20,000	High School -Replace heating and ventilation units	SCHOOLS	7(9)
1.	\$ 40,000	AHS Auditorium Pyramid Steps	SCHOOLS	7(3A)
1.	\$ 280,000	Rink Renovations: Roof/ceiling/dehumidification	VETERANS' MEMORIAL RINK ENTERPRISE FUND	7(3A)
	\$ 4,051,650		Grand Total	

And that the Treasurer, with the approval of the Board of Selectman, is hereby authorized to borrow not exceeding the sum of \$4,051,650 under and pursuant to the statutes cited above (requires a 2/3 vote), and any other enabling authority, and to issue bonds or notes of the Town therefor, said sum to be expended under the direction of the Town Manager.

- (4) That the Town Manager is authorized and directed to apply for and accept any further federal, state or other grants that may be available for any one or more of the foregoing projects and equipment.
- (5) Notwithstanding the foregoing, in the event that monies are not expended for the purposes delineated above then the Comptroller is authorized and directed not to transfer these excess funds to available funds, but said funds shall remain and be

accounted for in the warrant article pending further vote of the Town Meeting, except as otherwise provided by law, and,

- (6) That any amounts appropriated under Section (3) above for a particular purpose under a specified section of Chapter 44 and not needed for such purpose may be expended by the Town Manager, with the approval of the Capital Planning Committee, for any other purpose listed in Section (3) above under the same section of Chapter 44.

**ARTICLE 42 APPROPRIATION/FINANCING OF CONSTRUCTION OR
RECONSTRUCTION OF SEWERS AND SEWERAGE FACILITIES**

To see if the Town will vote to appropriate a sum of money for the purpose of financing the construction or reconstruction of sewers and sewerage facilities for inflow/infiltration reduction or system rehabilitation, including costs incidental and related thereto, and to determine how the appropriation shall be raised or expended, including the possibility of borrowing all or some of same; or take any action related thereto.

(Inserted at the request of the Town Manager and the Director of Public Works)

VOTED: **That the sum of \$1,000,000 be and hereby is appropriated for the purpose of financing the construction or reconstruction of sewers and sewerage facilities, inflow/infiltration reduction or system rehabilitation, including costs incidental and related thereto; that to raise this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow \$1,000,000 under and pursuant to Chapter 44, Section 7, of the General Laws, as amended, or any other enabling authority and to issue bonds or notes of the Town therefore; and that the Board of Selectmen and the Town Manager be and hereby are authorized to enter into any agreements they determine to be necessary in connection with the project and its financing and are further authorized to accept and expend in addition to the foregoing appropriation any grants that may become available from the Massachusetts Water Resources Authority or other sources.**

COMMENT: This authorization allows the Town to receive an interest free loan from the MWRA and issue municipal debt in support of capital construction projects.

**ARTICLE 43 APPROPRIATION/FINANCING OF CONSTRUCTION OR
RECONSTRUCTION OF WATER MAINS AND WATER
FACILITIES**

To see if the Town will vote to appropriate a sum of money for the purpose of financing the construction or reconstruction of water mains and water facilities, including costs incidental and related thereto, and to determine how the appropriation shall be raised and expended including the possibility of borrowing all or some of same; or take any action related thereto.

(Inserted at the request of the Town Manager and the Director of Public Works)

VOTED: That the sum of \$850,000 be and hereby is appropriated for the purpose of financing the construction or reconstruction of water mains and water facilities, including costs incidental and related thereto; that to raise this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow \$850,000 under and pursuant to Chapter 44, Section 8, of the General Laws, as amended, or any other enabling authority and to issue bonds or notes of the Town therefore; and that the Board of Selectmen and the Town Manager be and hereby are authorized to enter into any agreements they determine to be necessary in connection with the project and its financing and are further authorized to accept and expend in addition to the foregoing appropriation any grants that may become available from the Massachusetts Water Resources Authority or other sources.

COMMENT: This authorization allows the Town to receive an interest free loan from the MWRA and issue municipal debt in support of capital construction projects.

ARTICLE 44 **APPROPRIATION/COURT JUDGMENT IN FAVOR OF MINUTEMAN REGIONAL VOCATIONAL TECHNICAL SCHOOL DISTRICT**

To see if the Town will vote to appropriate a sum of money to satisfy a judgment in the case of the Arlington Contributory Retirement Board v. Public Employee Retirement Administration Commission (PERAC) and Minuteman Regional Vocational Technical School District Retirement Board (Massachusetts Appeals Court No. 2008-P-1491), requiring the Arlington Contributory Retirement System to pay the Minuteman Retirement System the sum of \$794,184.27, the proportionate cost of pensions due or payable to employees of the Minuteman Vocational Technical School District for the ten year period from July 1, 1973 to September 12, 1983, determine how the money shall be raised and expended to fund this judgment; or take any action related thereto.

(Inserted at the request of the Contributory Retirement Board)

VOTED: That no action be taken under this article.

COMMENT: When the Minuteman Regional School District was created in 1973, it joined the Arlington Retirement System. In 1983 the District decided to create its own system and some, but not all, of the funds Minuteman had transferred to the Arlington Retirement System were transferred back to Minuteman. In 2004, Minuteman brought suit against the Arlington Retirement Board for the return of the rest of the funds. After several years of litigation, the courts ordered that \$794,184.27 be returned to Minuteman by the Arlington Retirement Board. This article requests an appropriation from the Town's general fund to cover this court order. The Finance Committee believes that this is an obligation of the Retirement Board and not the Town and thus should be paid from funds of that system.

ARTICLE 45

APPROPRIATION/MINUTEMAN REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL

To see if the Town will vote to appropriate a sum of money for the purpose of paying the Town's apportioned share of the operating and maintenance costs, including capital costs, of the Minuteman Regional Vocational Technical High School, determine how the money shall be raised and expended; or take any action related thereto.

(Inserted at the request of Minuteman Regional Vocational School District Committee)

VOTED: **That the sum of \$3,022,146 and hereby is appropriated for the purpose of paying the Town's apportioned share of the operating and maintenance costs, including capital costs, of the Minuteman Regional Vocational Technical High School District Budget; said sum to be raised by general tax and expended under the direction of the Minuteman Regional Vocational High School Committee. (17-1)**

ARTICLE 46

VOTE/ESTABLISH MINUTEMAN REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL STABILIZATION FUND

To see if the Town will approve the establishment of a Stabilization Fund by the Minuteman Regional Vocational School District to pay costs of capital repairs, renovations, and improvements to the regional district school and its associated facilities, in accordance with the provisions of Chapter 71, Section 16G1/2 of the General Laws, or take any other action relative thereto.

(Inserted at the request of Minuteman Regional Vocational School District Committee)

VOTED: **That no action be taken under this article. (16-2)**

COMMENT: The Finance Committee believes that the approval of this fund will allow Minuteman to build up a large capital fund through the budget process and thus avoid borrowing which requires a unanimous vote by the member towns. This would eliminate what little leverage Arlington has over the District.

ARTICLE 47

APPROPRIATION/SPECIAL EDUCATION RESERVE ACCOUNT

To see if the Town will vote to transfer FY12 unspent special-education funds to the Special Education Reserve Account (No. 0751); or take any action related thereto.

(Inserted at the request of the Arlington School Committee)

VOTED: **That \$_____ in fiscal year 2012 unspent special education funds be transferred to the Special Education Reserve Account (No. 0751).**

COMMENT: The amount to be transferred has not yet been determined. We will provide the amount as soon as possible. The Finance Committee proposes that a cap of \$800,000 be set on this account.

ARTICLE 48

APPROPRIATION/COMMITTEES AND COMMISSIONS

To see if the Town will vote to appropriate a sum or sums of money to be expended under the direction of various committees, commissions, and boards of the Town, determine how the money shall be raised; provided that any funds appropriated hereunder shall remain under the jurisdiction of said entities until expended at their direction, unless otherwise appropriated by the Town Meeting; the entities included hereunder, without limitation, are: Arlington Historical Commission, Arlington Recycling Committee, Avon Place Historic District Commission, Broadway Historic District Commission, Central Street Historic District Commission, Mt. Gilboa/Crescent Hill Historic District Commission, Jason/Gray Historic District Commission, Pleasant Street Historic District Commission, Russell Historic District Commission, Conservation Commission, Capital Planning Committee, Commission on Disability, Personnel Board, Public Memorial Committee, Human Rights Commission, Scenic Byway/Tourism/Economic Development Committee and any other Town Committee or commission; or take any action related thereto.

(Inserted at the request of the Town Moderator and the Finance Committee)

VOTED:

That the sum of \$16,535 be and hereby is appropriated to be expended by the following commissions, committees, and boards in the amounts indicated:

A. Arlington Historical Commission – \$2,160

B. Historic District Commissions – \$5,100

(Avon Place Historic District Commission, Broadway Historic District Commission, Central Street Historic District commission, Jason/Gray Historic District Commission, Russell Historic District Commission, Pleasant Street Historic District Commission and Mount Gilboa/Crescent Hill Historic District Commission)

C. Capital Planning Committee – \$0

D. Commission on Disability – \$3,000

E. Recycling Committee – \$0

F. Human Rights Commission – \$4,500

G. Arlington Tourism and Economic Development Committee - \$1,775

Said sums to be raised by general tax and expended under the direction of the various commissions, committees and boards.

COMMENT:

It is the Finance Committee's understanding that up to \$3000 will be transferred to the Recycling Committee to encourage recycling from the White Goods Recycling Revolving Fund (Article 35 of the 2006 Annual Town Meeting) with approval of the Recycling Coordinator. This agreement is in place of the annual direct appropriation.

ARTICLE 49

APPROPRIATION/TOWN CELEBRATIONS

To see if the Town will vote to appropriate a sum or sums of money to be expended under the direction of the Town Manager for the following celebrations and memorials, determine how the money shall be raised and expended; or take any action related thereto:

Veterans' Day Parade

Memorial Day Observation and the Patriots' Day Celebration

Display of American Flags on Massachusetts Avenue

Placing of American Flags on the Graves of Veterans

(Inserted at the request of the Town Manager)

VOTED: **The sum of \$10,167 be and hereby is appropriated for the following celebrations and memorials in the amounts indicated:**

A. Veterans' Day Parade, Memorial Day Observation and the Patriots' Day Celebration. - \$5,667

B. 2010 Town Day Celebration - \$0

C. Display of American Flags on Massachusetts Avenue - \$0

D. Placing of American Flags on the Graves of Veterans - \$4,500

Said sum to be raised by general tax and expended under the direction of the Town Manager.

ARTICLE 50

APPROPRIATION/MISCELLANEOUS

To see if the Town will vote the following:

Legal Defense – To appropriate a sum of money to replenish the Legal Defense Fund established under Article 13, Section 5 of Title 1 of the Town Bylaws, Out-Of-State Travel – To appropriate a sum of money for expenses incurred outside the Commonwealth and as described in the General Laws, Chapter 40, Section 5, Paragraph 34, said appropriation to be expended under the direction of the Board of Selectmen and the Town Manager, Indemnification of Medical Costs, to appropriate a sum of money in accordance with the provisions of Chapter 41, Section 100B of the General Laws, to indemnify certain retired Police Officers and Firefighters for all reasonable medical and surgical expenses which they incurred, determine how the money will be raised and expended; or take any action related thereto.

(Inserted at the request of the Town Manager)

VOTED: **The sum of \$10,839 be and hereby is appropriated for the following purposes:**

A. Legal Defense - To appropriate a sum of money to replenish the Legal Defense Fund established under Article 13 of Title I of the Town By-Laws - \$0

B. Out-Of-State Travel - To appropriate a sum of money for expenses incurred outside the Commonwealth and as described in the General Laws, Chapter 40, Section 5, Paragraph 34, said appropriation to be expended under the direction of the Board of Selectmen and the Town Manager - \$0

C. Indemnification of Medical Costs – \$10,839

(To indemnify certain retired Police Officers and Firefighters for all reasonable medical and surgical expenses which they incurred during 2011 that are the proximate result of the disability for which they were retired; and to defray the expenses of the Medical Panel required by law; provided, incurred expenses shall be considered for indemnification thereunder except only those such as are excess over covered benefits of any plan of Hospital, Surgical or other coverage which the retiree has or had available to him, either directly or through a member of his immediate family, which benefits shall be considered primary, and which must be disclosed by such plan, or by the physician, hospital or other medical personnel or facility with or without the consent of the retiree.)

Said sums to be raised by general tax and expended under the direction of the Town Manager. (17-0-1)

ARTICLE 51

APPROPRIATION/WATER BODIES FUND

To see if the Town will appropriate a sum of money to the Town's Water Bodies Fund for the maintenance, treatment and oversight of all the Town's water bodies, said sum (\$50,000) to be raised by the general tax and expended under the direction of the Town Manager who will also report to Town Meeting on the status of the fund; or take any action related thereto.

(Inserted at the request of the Vision 2020 Standing Committee, its Environment Task Group's Committees (Spy Pond, Reservoir, and Sustainable Arlington) and the Conservation Commission)

VOTED: That the sum of \$50,000 be and hereby is appropriated to the Water Bodies Fund for the purpose of testing, maintaining, treating and oversight of the Town's water bodies. Said sum to be raised by the general taxes and expended under the direction of the Town Manager. The Town Manager shall report to the next Annual Town Meeting on the status of the water bodies of the Town.

COMMENT: The Water Bodies Fund, established by special legislation three years ago, is used for periodic testing, treatment, maintenance and oversight of the town's water bodies. The fund receives private as well as public donations. The current need is for treatment to reduce growth of invasive weeds at Spy Pond, the Arlington Reservoir, and Hills Pond.

ARTICLE 52

APPROPRIATION/SIGNAGE FOR HISTORIC SITES

To see if the Town will appropriate a sum of money for the acquisition and placement of promotional, informational and/or directional signage relative to four historic Town sites: the Cyrus E. Dallin Art Museum, the Jason Russell House, the Uncle Sam Memorial Statue, and the Old Schwamb Mill, said sum (\$20,000) to be raised by the general tax and expended under the direction of the Town Manager; or take any action related thereto.

(Inserted at the request of the Arlington Tourism and Economic Development Committee)

COMMENT: This is an effort to jumpstart the tourist industry in the Town.

(Inserted at the request of Eric D. Helmuth and 10 registered voters)

COMMENT: An appropriation at this time is premature.

(Inserted at the request of Carl Wagner and 10 registered voters)

COMMENT: An appropriation at this time is premature.

(Inserted at the request of the Council on Aging)

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COMMENT: This program provides the opportunity for senior citizens to provide service in various Town departments in exchange for payment, which they can use to help with taxes and rent.

ARTICLE 56 **APPROPRIATION/UNCLE SAM COMMITTEE 2012**

To see if the Town will vote to appropriate \$1500.00 for expenses related to the upgrade of Uncle Sam Park, signage, lighting, and tourist signboard and the Uncle Sam 2012 Bicentennial groundbreaking celebration; or take any action related thereto.

(Inserted at the request of the Uncle Sam Committee)

VOTED: That the sum of \$1,500 be and hereby is appropriated for the purpose of the upgrade of Uncle Sam Park, signage, lighting, and tourist signboard; said sum to be raised by general tax and expended under the director of the Town Manager. (15-3)

ARTICLE 57 **APPROPRIATION/ARLINGTON SENIOR CENTER**

To see if the Town will vote to appropriate a sum of money for the purpose of replacing some of the furniture and the carpeting at the Arlington Senior Center, said sum to be raised by general tax or available funds in the treasury; or take any action related thereto.

(Inserted at the request of Maureen Jackson and 10 registered voters)

VOTED: That no action be taken under this article.

COMMENT: Funds to benefit this private group will be raised from other sources.

ARTICLE 58

**APPROPRIATION/ARLINGTON HIGH
SCHOOL CONCUSSION REDUCTION PROGRAM**

To see if the Town will vote to appropriate \$25,000 to defray the expense of purchasing, leasing, or bonding of capital equipment to reduce the likelihood of traumatic brain injuries in students participating in athletics at the Arlington Public High School for helmets, pads and baseline testing software; or take any action related thereto.

(Inserted at the request of Stephen Harrington and 10 registered voters)

VOTED: That no action be taken under this article.

COMMENT: The Finance Committee is satisfied that the School budget has provided sufficient funds to protect the students participating in various sports in the school system. In addition to funds already recommended in its athletic budget, in response to concern expressed on this topic the School Department has added an additional \$22,000 as a reserve in case additional funds are required.

ARTICLE 59**APPROPRIATION/PENSION ADJUSTMENT FOR FORMER
TWENTY-FIVE YEAR ACCIDENTAL DISABILITY EMPLOYEES**

To see if the town will vote to appropriate a sum of money to implement the provisions of Chapter 32 of Massachusetts General Laws Section 90A, 90C, 90D and 90E, pursuant to which the Town pays up to fifty percent of the maximum salary as set forth in the Compensation and Pay Plan for the position formerly held by retired employees with twenty-five or more years of service to the Town and those employees who retired under an Accidental Disability; provided, however, that no one who retires after May 1, 2010 shall be eligible under this vote unless they qualify for at least a fifty percent pension, without this vote upon their retirement; this adjustment to be paid to those who qualify and administered in accordance with prior practice and understanding relating to the retirement allowance of said retirees; determine how the money shall be raised and expended; or take any action related thereto.

(Inserted at the request of the Contributory Retirement Board)

VOTED:

That the sum of \$0 be and hereby is appropriated to implement the provisions of Chapter 32 of Massachusetts General Laws Section 90A, 90C, 90D and 90E, pursuant to which the Town pays up to fifty percent of the maximum salary as set forth in the Compensation and Pay Plan for the position formerly held by retired employees with twenty-five or more years of service to the Town and those employees who retired under an Accidental Disability; provided, however, that no one who retires after May 1, 2010 shall be eligible under this vote unless they qualify for at least a fifty percent pension, without this vote, upon their retirement. This adjustment to be paid to those who qualify, and administered in accordance with prior practice and understanding relating to the retirement allowance of said retirees; said sum to be expended under the direction of the Retirement Board. (15-0-1)

COMMENT:

This vote, which is required annually, allows the Retirement Board to ensure that retired employees will not drop below 50% of the current salary of the position they held as an active Town employee. The vote has been modified from the wording used in previous years to close a loophole that allowed employees to increase their pension above what they would otherwise qualify for.

ARTICLE 60**APPROPRIATION/OTHER POST EMPLOYMENT
BENEFITS (OPEB) TRUST FUND**

To see if the Town will vote to accept into the Other Post Employment Benefits (OPEB) Trust Fund, established by Chapter 161 of the Acts of 2005, an appropriation of funds and/or the transfer of additional monies that the Town may deem advisable from other sources, including any monies previously deposited into any of the Town's stabilization funds for this purpose, in order to administer and fund its OPEB obligation as described in the said Chapter 161 of the Acts of 2005; determine how the monies shall be raised and expended; or take any action related thereto.

(Inserted at the request of the Contributory Retirement Board)

VOTED: That the Town takes the following actions:

- (a) appropriates into said Other Post-Employment Benefits Fund (OPEB), authorized by Chapter 161 of the Acts of 2005, the sum of \$392,877 representing that amount of money that is the difference between the previously established base amount of \$500,000 and the fiscal 2013 appropriation for the non-contributory pension obligation; said sum to be raised by the general tax;
- (b) appropriates into said fund the sum of \$155,000 representing the increased share of retiree HMO contributions as voted by the Board of Selectmen on November 6, 2006; said sum to be raised by the general tax.

COMMENT: This recommendation continues the program to fund the unfunded liability for retiree health insurance.

ARTICLE 61

APPROPRIATION/OVERLAY RESERVE

To see if the Town will vote to appropriate a sum of money from previous years overlay reserve surplus accounts, determine to what purpose this appropriation shall be made; or take any action related thereto.

(Inserted at the request of the Finance Committee)

VOTED: That the sum of \$200,000 be and hereby is appropriated, to be transferred from Overlay Reserve Surplus Accounts of previous fiscal years, said sum to be utilized in the determination of the tax rate.

ARTICLE 62

APPROPRIATION/STABILIZATION FUND

To see if the Town will make an appropriation to the Long Term Stabilization Fund created in accordance with the provisions of the General Laws, Chapter 40, Section 5B, as amended, or other appropriate provisions of law, determine how the money shall be raised and expended; or take any action related thereto.

(Inserted at the request of the Finance Committee)

VOTED: That the sum of \$100,000 be and hereby is appropriated to the Long Term Stabilization Fund, said sum to be raised by general tax.

COMMENT: The Town has not added to this main reserve account of the Town in many years. The Finance Committee recommends that we appropriate a yearly sum in this account for the foreseeable future to both protect the financial position of the Town and reinforce the Town's bond rating.

ARTICLE 63**APPROPRIATION/OVERRIDE STABILIZATION FUND**

To see if the Town will make an appropriation to the Override Stabilization Fund in accordance with the Provisions of the General Laws, Chapter 40, Section 5B, as amended, or other appropriate provisions of law, determine how the money shall be raised and expended; or take any action related thereto.

(Inserted at the request of the Finance Committee)

VOTED: **That the sum of \$3,879,357 be appropriated to the Override Stabilization Fund, said sum to be raised by general tax and expended under the direction of future town meetings.**

COMMENT: These funds will be added to the Override Stabilization Fund created in response to the 2011 Override. Its funds will be used in future fiscal years to fund the Town budgets in order to foreclose the need for additional overrides in at least the years fiscal 2012 through and including fiscal 2014.

ARTICLE 64**APPROPRIATION/TIP FEE STABILIZATION**

To see if the Town will vote to make an appropriation/transfer from the Tip Fee Stabilization Fund established by Chapter 8 of the Acts of 1998 for any purpose allowed by such act, to determine how the money will be raised and expended; or take any action related thereto.

(Inserted at the request of the Finance Committee)

VOTED: **That the sum of \$400,000 be and hereby is appropriated and transferred from the Arlington Tip Fee Stabilization Fund established under Chapter 8 of the Acts of 1998 to the Sanitation Budget 16d Rubbish Disposal/Recycling, said sum to be expended under the direction of the Town Manager.**

ARTICLE 65**TRANSFER OF FUNDS/CEMETERY**

To see if the Town will vote to transfer a sum of money to the Cemetery Commissioners for the improvement of Town cemeteries, said sum shall be taken from the Mt. Pleasant Cemetery "Sale of Lots and Graves or Perpetual Care Funds"; or take any action related thereto.

(Inserted at the request of the Finance Committee)

VOTED: **That the Town transfer \$150,000 to the Cemetery Commissioners for the care of Town cemeteries, said sum shall be taken from the "Sale of Lots and Graves Fund."**

ARTICLE 66**USE OF FREE CASH**

To see if the Town will vote to authorize the taking of a sum of money voted for appropriations heretofore made at the Town Meeting under the Warrant and not voted to be borrowed from available funds in the Treasury, and authorize the Assessors to use free cash in the Treasury to that amount in the determination of the tax rate for the Fiscal Year beginning July 1, 2012; or take any action related thereto.

(Inserted at the request of the Finance Committee)

VOTED: That the sum of \$600,000 be taken from available funds in the treasury,
and that the Board of Assessors is instructed to use said amount in the
determination of the tax rate.

ARTICLES 67-73 The Board of Selectmen will report on these articles.

SPECIAL TOWN MEETING
Monday, May 7, 2012

The Finance Committee recommends passages of the following votes:

(Unless otherwise indicated, the following recommendations were by unanimous votes: any exceptions are noted in parentheses following the text of the recommended vote. The Chairman votes only when the recommendation of the Finance Committee will be affected.)

ARTICLE 2

AMENDMENTS TO FY2012 BUDGETS

To see if the Town will vote to revise various FY2012 appropriations previously voted by the 2011 Annual Town Meeting; or take any action related thereto.

(Inserted at the request of the Town Manager)

VOTED: **To reduce the Fiscal 2012 Health Insurance budget number 24 voted at the April 25, 2011 Annual Town Meeting by \$2,140,000 and to transfer \$145,000 of these funds to the Fiscal 2012 School budget number 20 voted at the April 25, 2011 Annual Town Meeting and transfer \$1,383,681 to the override stabilization fund.**

And further that the sum of \$130,000 be and hereby is appropriated from Supplemental Unrestricted General Government Aid appropriated under Chapter 142 of the Acts of 2011 for the purpose of reimbursing the Fiscal 2012 school budget for the Stratton Renovation project.

COMMENT: Because of the health insurance savings from entering the GIC, the Town is able to reduce that budget in fiscal 2012 by the amount shown. The amount transferred to the school budget will be used to fund collective bargaining agreements made as part of the health insurance reforms.

The reconstruction work on the Stratton school was partially funded by a grant from the State. In order to complete the work before the receipt of the grant the School Department funded part of the work from its operating budget. This appropriation reimburses the School Department.

ARTICLE 3

APPROPRIATION/FY12 COLLECTIVE BARGAINING

To see if the Town will vote to fund fiscal items contained in collective bargaining agreements negotiated between the Town and the following named collective bargaining units in FY12, and to fund for non-union, M Schedule, and elected officials' salaries or fringe benefits, determine how the money shall be raised and expended; or take any action related thereto:

- A. Local 680, American Federation of State, County and Municipal Employees;
- B. Service Employees International Union (formerly NAGE);
- C. Robbins Library Professional Association;
- D. Local 1297, International Association of Firefighters;

- E. Arlington Patrolmen's Association;
- F. Arlington Ranking Police Officers' Association;
- G. M Schedule and non-union employees; and
- H. Full-time elected officials

(Inserted at the request of the Town Manager)

VOTED: That the Town hereby ratifies the following financial items contained in Memoranda of Understanding between the collective bargaining units as specified below and the Town acting by and through the Town Manager, and that the Town hereby approves the financial items below relating to non-union employees and full-time elected officials:

- A. Local 680, American Federation of State, County, and Municipal Employees (FY 2012: \$150,211)
A 2 percent general wage increase effective September 1, 2011 and 1 percent general wage increase effective January 1, 2012
- B. Service Employees International Union (FY 2012: \$9,494)
A 1 percent general wage increase effective January 1, 2012
- C. Robbins Library Professional Association (FY 2012: \$2,740)
A 1 percent general wage increase effective January 1, 2012
- G. M Schedule and non-union employees (FY 2012: \$16,542)
A 1 percent general wage increase effective January 1, 2012
- H. Full-time elected officials (FY 2012: \$895)
A 1 percent general wage increase effective January 1, 2012

and the Classification and Pay Plan is amended accordingly, and for this purpose, the sum of \$179,882 is hereby transferred from the reductions in the health insurance budget under Article 2 of this Warrant, said sum to be expended under the direction of the Town Manager.

That the sum of \$290,000 be and hereby is transferred from the reductions in the health insurance budget under Article 2 of this Warrant, to be set aside for funding future collective bargaining agreements, said sum shall not be expended without a further vote of Town Meeting.

ARTICLE 4

APPROPRIATION/MINUTEMAN REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL EXTRAORDINARY BUILDING REPAIRS

To see if the Town will vote to appropriate a sum of money for the cost of extraordinary repairs to the Minuteman Regional Vocational Technical High School facility, determine how the money shall be raised and expended; or take any action related thereto.

(Inserted at the request of the Town Manager)

VOTED: That the sum of \$128,996 be and hereby is appropriated from Supplemental Unrestricted General Government Aid appropriated under Chapter 142 of the Acts of 2011 for the purpose of paying an increased assessment to the Minuteman Regional Vocational Technical School District for Fiscal Year 2012 for extraordinary school building repairs.

COMMENT: This article requests additional funds for fiscal year 2012 for the Minuteman Regional Vocational Technical School District Assessment pursuant to an Amended Budget voted by the Minuteman School Committee on March 13, 2012. The Amended Budget was required due to unforeseen, emergency renovations to the Trades Hall section of the school building and water service improvements required to address code issues.

ARTICLE 5 **APPROPRIATION/STABILIZATION FUND**

To see if the Town will make an appropriation to the Long Term Stabilization Fund created in accordance with the provisions of the General Laws, Chapter 40, Section 5B, as amended, or other appropriate provisions of law, determine how the money shall be raised and expended; or take any action related thereto.

(Inserted at the request of the Finance Committee)

VOTED: That no action be taken under this article.

COMMENT: Action on this appropriation will be recommended under Article 62 of the Annual Town Meeting.

ARTICLE 6 **CAPITAL BUDGET/COMMUNITY SAFETY BUILDING**

To see if the Town will vote to appropriate a sum of money for Phase 2 renovations to the Community Safety Building, determine how the money shall be raised and expended, including the possibility of borrowing all or some of same; or take any action related thereto.

(Inserted at the request of the Town Manager and the Capital Planning Committee)

Voted That the sum of \$2,240,000 be and hereby is appropriated to fund Phase 2 renovations to the Community Safety Building and for costs incidental and related thereto; that to raise this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow \$2,240,000 under and pursuant to Chapter 44 Section 7(3A) and 7(21) of the General Laws, as amended, or any other enabling authority and to issue bonds or notes of the Town therefore, said sum to be expended under the direction of the Town Manager, and, Notwithstanding the foregoing, in the event that monies are not expended for the purposes delineated above then the Comptroller is authorized and directed not to transfer these excess funds to available funds, but said funds shall remain and be accounted for in the warrant article pending further vote of the Town Meeting, except as otherwise provided by law, and,

That any amounts appropriated under the above paragraph and not needed for such purpose may be expended by the Town Manager, with the approval of the Capital Planning Committee, for any other purpose under the same section of Chapter 44.

COMMENT:

This appropriation is for the continuation of the multi-phase Community Safety Building renovation which began two years ago. The earlier phase of the project, which was accomplished under budget, addressed the parking garage and outdoor deck between Community Safety and the Cusack Building. This intra-building complex was in need of structural repair to insure the safety of personnel working in the garage. Phase 2 addresses the envelope of the Community Safety Building which is leaking in many places and has suffered serious deterioration. Interior structural repair, code updates and programmatic changes for 21st century police practice cannot be addressed until the envelope is corrected and stabilized. The reason for a vote in this Special Town Meeting, rather than at the Annual, is to insure that all the exterior work can be completed before winter closes in and ends the construction season. The Permanent Town Building Committee is receiving contractor bids right now, some of which, because of the complexities of the task, are coming in above plan. These additional costs are planned to be funded through savings achieved by the PTBC and Town Management in several recently completed, under-budget projects such as Highland Fire Station. The debt service costs for this project are fully recognized in the Five-Year Capital Plan presented under Article 41 of the 2012 Annual Town Meeting.

ARTICLE 7

CAPITAL BUDGET/THOMPSON SCHOOL

To see if the Town will vote to appropriate supplemental funds for the construction of the Thompson School, determine how the money shall be raised and expended, including the possibility of borrowing all or some of same; or take any action related thereto.

(Inserted at the request of the Thompson School Building Committee)

VOTED:

That no action be taken under this article.

COMMENT:

Because the winning bid for the Thompson School construction is under the amount budgeted, no action on this article is required.

ARTICLE 8

APPROPRIATION/ENERGY CONSERVATION FUND

To see if the Town will vote to appropriate a sum of money to fund energy conservation measures and energy efficiency improvements in Town and School buildings and other Town assets, determine how the money shall be raised and expended; or take any action related thereto.

(Inserted at the request of the Town Manager)

VOTE: **That the sum of \$200,000 be and hereby is appropriated from the Supplemental Unrestricted General Government Aid appropriated under Chapter 142 of the Acts of 2011, to be expended on energy efficiency for town-owned buildings. Said sum to be expended under the direction of the Energy Working Group and the Town Manager. (15-1)**

ARTICLE 9 HOME RULE LEGISLATION/ENERGY CONSERVATION FUND

To see if the Town will vote to authorize and request the Board of Selectmen to file Home Rule Legislation that would allow the Town to set aside energy rebate monies in a separate fund and use that money to implement energy conservation measures and make energy efficiency improvements in Town and School building and other Town assets without the need for further appropriation; or take any action related thereto.

(Inserted at the request of the Town Manager)

VOTE: **That no action be taken under this article. (15-1-1)**

COMMENT: Although it supports an appropriation of \$200,000 for energy conservation measures and energy efficiency improvements (STM Article 8), the Finance Committee does not favor the creation of special funds separate from the General Fund. Before deciding whether a special Energy Conservation Fund is necessary, or even helpful, in capturing rebates from energy conservation efforts, the Finance Committee would like to see what results the Town Manager and Energy Working Group are able to achieve with the use of this initial appropriation.

ARTICLE 10 The Board of Selectmen will report on this article.

Appendix B Budgets

The Finance Committee recommends that the sums be appropriated to defray obligations, outlays, and expenses for the Fiscal Year ending June 30, 2013, to be raised by general tax except as otherwise specifically voted, and expended; and that the disposal of motor vehicles and other personal property be authorized, all under the direction of the respective department heads as shown below.

Prior year personnel budgets have been adjusted to include steps and increases funded under the collective bargaining warrant article.

Individual Sub-Budgets to be appropriated separately.

1	FINANCE COMMITTEE	2010	2011	2012	2013	\$ change	% change
	Personnel Services	8,270	8,480	8,585	8,806	221	2.57%
	Expenses	2,508	2,508	2,508	2,500	(8)	-0.32%
	TOTAL	10,778	10,988	11,093	11,306	213	1.92%
		0.00%	1.95%	0.96%	1.92%		
	Detail of Personnel Services:						
	Executive Secretary	5,220	5,430	5,535	5,756	221	3.99%
	Fincom members (21)	3,050	3,050	3,050	3,050	0	0.00%
	TOTAL PERSONNEL SERVICES	8,270	8,480	8,585	8,806	221	2.57%

2	BOARD OF SELECTMEN	2010	2011	2012	2013	\$ change	% change
	Personnel Services	217,508	247,771	242,878	267,601	24,723	10.18%
	Expenses	108,740	134,369	128,630	142,310	13,680	10.64%
	SUB TOTAL	326,248	382,140	371,508	409,911		
	Water/Sewer Enterprise Fund	(25,425)	(22,507)	(22,507)	(21,432)	1,075	-4.78%
	TOTAL	300,823	359,633	349,001	388,479	39,478	11.31%
		-24.52%	19.55%	-2.96%	11.31%		
	a. Administration and Licensing						
	Personnel Services	200,548	203,241	212,878	215,874	2,996	1.41%
	Expenses	23,200	20,500	20,000	20,600	600	3.00%
	Out of State Travel	500	300	0	0	0	
	TOTAL	224,248	224,041	232,878	236,474	3,596	1.54%
	Detail of Personnel Services:						
	Board Administrator	73,355	73,355	77,570	77,570	0	0.00%
	Administrator Assistant	57,158	57,158	58,883	58,883	0	0.00%
	Clerks (1 + 1 PT)	51,300	53,694	57,390	59,542	2,152	3.75%
	Longevity	3,235	3,534	3,534	4,379	845	23.91%
	SUB TOTAL	185,048	187,741	197,378	200,374	2,996	1.52%
	Chairman	3,500	3,500	3,500	3,500	0	0.00%
	Members (4)	12,000	12,000	12,000	12,000	0	0.00%
	TOTAL PERSONNEL SERVICES	200,548	203,241	212,878	215,874	2,996	1.41%
	b. Elections and Town Meeting *						
	Personnel Services	16,960	44,530	30,000	51,727	21,727	72.42%
	Expenses	29,040	65,569	58,430	80,930	22,500	38.51%
	State reimbursement for 2 state elections		(12,000)	(7,000)	(17,720)		
	TOTAL	46,000	98,099	81,430	114,937	33,507	41.15%
	c. Annual Report - Expenses	6,000	5,000	2,200	3,500	1,300	59.09%
	d. Accounting and Auditing	50,000	55,000	55,000	55,000	0	0.00%

* FY2013 budget for 2 state and 1 local election, and 1 Town Meeting

Appendix B Budgets

3	TOWN MANAGER	2010	2011	2012	2013	\$ change	% change
	Personnel Services	485,971	485,345	498,975	492,429	(6,546)	-1.31%
	Expenses	31,300	31,300	30,870	33,500	2,630	8.52%
	SUB TOTAL	517,271	516,645	529,845	525,929	(3,916)	-0.74%
	Water/Sewer Enterprise Fund	(97,732)	(98,729)	(98,729)	(97,604)	1,125	-1.14%
	TOTAL	419,539	417,916	431,116	428,325	(2,791)	-0.65%
		-8.82%	-0.39%	3.16%	-0.65%		
	Detail of Personnel Services:						
	Town Manager	159,182	159,182	163,990	158,000	(5,990)	-3.65%
	Deputy Town Manager	111,186	111,186	108,131	108,131	0	0.00%
	Purchasing Officer	79,223	79,223	81,615	81,615	0	0.00%
	Exec Sec'y/Admin Ass't	59,729	59,729	61,533	61,533	0	0.00%
	Intern - management analyst (1 PT)	10,000	10,000	15,736	18,000	2,264	14.39%
	Public Information Officer (1 PT)	44,012	43,986	53,612	55,623	2,011	3.75%
	BASE SALARY + STEPS	463,332	463,306	484,617	482,902	(1,715)	-0.35%
	Longevity & other benefits	22,639	22,039	14,358	9,527	(4,831)	-33.65%
	TOTAL PERSONNEL SERVICES	485,971	485,345	498,975	492,429	(6,546)	-1.31%

4	PERSONNEL	2010	2011	2012	2013	\$ change	% change
	Personnel Services	191,514	195,874	269,126	230,208	(38,918)	-14.46%
	Expenses	36,450	36,450	36,450	36,450	0	0.00%
	SUB TOTAL	227,964	232,324	305,576	266,658	(38,918)	-12.74%
	Water/Sewer Enterprise Fund	(12,212)	(11,213)	(11,213)	(14,337)	(3,124)	27.86%
	Health insurance offset *	(43,215)	(43,215)	(43,215)	0	43,215	-100.00%
	TOTAL	172,537	177,896	251,148	252,321	1,173	0.47%
		-9.25%	3.11%	41.18%	0.47%		
	Detail of Personnel Services:						
	Director of Personnel	86,177	88,177	92,860	92,860	0	0.00%
	School Human Resource Officer (0)(0)(.5)(0) **			41,500			
	Personnel Technician (2)(2)(2.5)(2.5)	103,113	105,133	131,321	133,562	2,241	1.71%
	BASE SALARY + STEPS	189,290	193,310	265,681	226,421	(39,260)	-14.78%
	Longevity	2,224	2,564	3,445	3,785	340	9.87%
	TOTAL PERSONNEL SERVICES	191,514	195,874	269,126	230,208	(38,918)	-14.46%
	* GIC plan managed by the state						
	** school human resource officer now fully funded in FY 2013 school budget						

5	INFORMATION TECHNOLOGY	2010	2011	2012	2013	\$ change	% change
	Personnel Services	433,665	466,508	483,178	484,498	1,320	0.27%
	Expenses	168,220	168,220	169,655	177,660	8,005	4.72%
	SUB TOTAL	601,885	634,728	652,833	662,158	9,325	1.43%
	Water/Sewer Enterprise Fund	(115,367)	(114,953)	(114,953)	(115,263)	(310)	0.27%
	TOTAL	486,518	519,775	537,880	546,895	9,015	1.68%
		-7.47%	6.84%	3.48%	1.68%		
	Detail of Personnel Services:						
	Director of Information Technology	105,000	105,000	110,191	110,191	0	0.00%
	Mgr of Software Development	92,847	92,847	95,651	95,651	0	0.00%
	Production Coordinator	84,631	84,631	87,187	87,187	0	0.00%
	Senior Programmer	62,720	62,720	64,614	64,614	0	0.00%
	Programmer (1)	54,699	54,699	56,351	56,351	0	0.00%
	GIS Coordinator (0)(.5)(.5)(.5)		32,843	34,441	34,441	0	
	Data Processing Admin Ass't *	23,228	23,228	23,929	23,929	0	0.00%
	BASE SALARY + STEPS	423,125	455,968	472,364	472,364	0	0.00%
	Overtime	1,000	1,000	0	1,000	1,000	
	Longevity	9,540	9,540	10,814	11,134	320	2.96%
	TOTAL PERSONNEL SERVICES	433,665	466,508	483,178	484,498	1,320	0.27%
	* 1/2 in this department, 1/2 in the Comptroller's						

**Appendix B
Budgets**

6	COMPTROLLER	2010	2011	2012	2013	\$ change	% change
	Personnel Services	329,916	331,163	339,298	341,343	2,045	0.60%
	Expenses	109,624	107,574	107,542	107,525	(17)	-0.02%
	SUB TOTAL	439,540	438,737	446,840	448,868	2,028	0.45%
	Water/Sewer Enterprise Fund	(38,677)	(36,693)	(36,693)	(36,770)	(77)	0.21%
	TOTAL	400,863	402,044	410,147	412,098	1,951	0.48%
		4.27%	0.29%	2.02%	0.48%		
	Detail of Personnel Services:						
	Comptroller	111,497	111,497	116,128	116,128	0	0.00%
	Assistant Comptroller	62,720	62,720	64,614	64,614	0	0.00%
	Data Processing Admin Ass't *	23,228	23,228	23,929	23,929	0	0.00%
	Junior Accountant	43,329	43,329	44,638	44,638	0	0.00%
	Principal Account Clerk	39,573	41,355	38,798	41,063	2,265	5.84%
	Telephone Operator (2 PT)	41,250	40,715	41,945	41,945	0	0.00%
	BASE SALARY + STEPS	321,597	322,844	330,052	332,316	2,264	0.69%
	Overtime	0	0	0	0	0	
	Longevity	8,319	8,319	9,246	9,026	(220)	-2.38%
	TOTAL PERSONNEL SERVICES	329,916	331,163	339,298	341,343	2,045	0.60%
	* 1/2 in this department, 1/2 in Information Technology						

7	TREASURER-COLLECTOR	2010	2011	2012	2013	\$ change	% change
	Personnel Services	544,749	544,317	552,944	555,215	2,271	0.41%
	Expenses	106,454	101,454	101,454	108,375	6,921	6.82%
	Out-of-State Travel	3,000	3,000	3,000	3,000	0	0.00%
	SUB TOTAL	654,203	648,771	657,398	666,590	9,192	1.40%
	Water/Sewer Enterprise Fund	(70,282)	(70,411)	(70,411)	(69,673)	738	-1.05%
	TOTAL	583,921	578,360	586,987	596,917	9,930	1.69%
		1.08%	-0.95%	1.49%	1.69%		
	Detail of Personnel Services:						
	Treasurer	89,578	89,578	92,284	92,284	0	0.00%
	Deputy Treasurer	69,386	73,711	66,963	66,963	0	0.00%
	Management Analyst	52,897	54,880	59,737	60,857	1,120	1.87%
	Clerical (7)	295,566	297,072	308,449	309,567	1,118	0.36%
	BASE SALARY + STEPS	507,427	515,241	527,433	529,671	2,238	0.42%
	Overtime	15,000	5,000	5,000	5,000	0	0.00%
	Deputy Tax Collection Fees	15,000	15,000	15,000	15,000	0	0.00%
	Longevity	7,322	9,076	5,511	5,544	33	0.60%
	TOTAL PERSONNEL SERVICES	544,749	544,317	552,944	555,215	2,271	0.41%

8	POSTAGE	2010	2011	2012	2013	\$ change	% change
	Personnel Services	28,193	28,708	29,568	29,566	(2)	-0.01%
	Expenses	150,871	160,871	160,923	174,523	13,600	8.45%
	SUB TOTAL	179,064	189,579	190,491	204,089	13,598	7.14%
	Water/Sewer Enterprise Fund	(31,861)	(32,783)	(32,783)	(32,792)	(9)	0.03%
	TOTAL	147,203	156,796	157,708	171,297	13,589	8.62%
		-7.64%	6.52%	0.58%	8.62%		
	Detail of Personnel Services:						
	Output Media Handler	27,977	28,492	29,352	29,352	0	0.00%
	BASE SALARY + STEPS	27,977	28,492	29,352	29,352	0	0.00%
	Overtime	0	0	0	0	0	
	Longevity	216	216	216	214	(2)	-0.93%
	TOTAL PERSONNEL SERVICES	28,193	28,708	29,568	29,566	(2)	-0.01%

**Appendix B
Budgets**

9	BOARD OF ASSESSORS	2010	2011	2012	2013	\$ change	% change
	Personnel Services	282,035	279,298	266,415	232,296	(34,119)	-12.81%
	Expenses	27,400	28,300	28,900	26,400	(2,500)	-8.65%
	TOTAL	309,435	307,598	295,315	258,696	(36,619)	-12.40%
		2.71%	-0.59%	-3.99%	-12.40%		
	<u>Detail of Personnel Services:</u>						
	Director of Assessments	101,736	101,736	101,734	87,188	(14,546)	-14.30%
	Office Manager	58,723	58,723	45,001	47,213	2,212	4.92%
	Data Collector	49,243	49,243	49,243	50,730	1,487	3.02%
	Sr. Clerk Typist (1 + 1 PT)(1 + 1 PT)(1 + 1 PT)(1)	48,664	49,187	49,731	30,865	(18,866)	-37.94%
	Board Members (3)	15,600	14,700	14,700	14,700	0	0.00%
	BASE SALARY + STEPS	273,966	273,590	260,409	230,696	(29,713)	-11.41%
	Overtime	2,500	0	1,000	1,000	0	0.00%
	Longevity	5,569	5,708	5,006	600	(4,406)	-88.01%
	TOTAL PERSONNEL SERVICES	282,035	279,298	266,415	232,296	(34,119)	-12.81%

10	LEGAL	2010	2011	2012	2013	\$ change	% change
	Personnel Services	370,081	368,077	385,016	387,214	2,198	0.57%
	Expenses - Legal	138,351	138,351	138,351	138,350	(1)	0.00%
	SUB TOTAL	508,432	506,428	523,367	525,564	2,197	0.42%
	Water/Sewer Enterprise Fund	(94,024)	(97,112)	(97,112)	(97,861)	(749)	0.77%
	TOTAL	414,408	409,316	426,255	427,703	1,448	0.34%
		-9.92%	-1.23%	4.14%	0.34%		
	<u>Detail of Personnel Services:</u>						
	Town Counsel	112,500	114,500	119,978	119,978	0	0.00%
	Benefits Atty./Workers' Compensation Agent	123,995	123,995	127,740	127,740	0	0.00%
	Safety coordinator	58,724	58,724	60,497	60,497	0	0.00%
	Legal Secretaries (1 + 1 PT)	67,462	63,395	69,501	70,312	811	1.17%
	BASE SALARY + STEPS	362,681	360,614	377,716	378,527	811	0.21%
	Longevity	7,400	7,463	7,300	8,687	1,387	19.00%
	TOTAL PERSONNEL SERVICES	370,081	368,077	385,016	387,214	2,198	0.57%

11	TOWN CLERK	2010	2011	2012	2013	\$ change	% change
	Personnel Services	205,710	207,210	204,199	210,457	6,258	3.06%
	Expenses	26,339	27,600	27,600	27,600	0	0.00%
	TOTAL	232,049	234,810	231,799	238,057	6,258	2.70%
		-25.38%	1.19%	-1.28%	2.70%		
	<u>Detail of Personnel Services:</u>						
	Town Clerk	78,363	78,363	80,420	80,420	0	0.00%
	Ass't Town Clerk	47,982	47,982	44,263	45,092	829	1.87%
	Other Clerks (2)	71,426	71,426	71,522	71,522	0	0.00%
	Registrar of Voters (1 PT)				4,788	4,788	
	BASE SALARY + STEPS	197,771	197,771	196,205	201,822	5,617	2.86%
	Overtime	1,500	3,000	3,000	3,500	500	16.67%
	Longevity	6,439	6,439	4,994	5,135	141	2.82%
	TOTAL PERSONNEL SERVICES	205,710	207,210	204,199	210,457	6,258	3.06%

12	BOARD OF REGISTRARS	2010	2011	2012	2013	\$ change	% change
	Personnel Services	44,173	45,273	45,273	39,564	(5,709)	-12.61%
	Expenses	14,600	14,600	12,590	13,550	960	7.63%
	TOTAL	58,773	59,873	57,863	53,114	(4,749)	-8.21%
		-10.84%	1.87%	-3.36%	-8.21%		
	<u>Detail of Personnel Services:</u>						
	Registrar	1,500	1,500	1,500	1,500	0	0.00%
	Registrars of Voters (3 PT)	1,500	1,500	1,500	1,500	0	0.00%
	Moderator	500	500	500	500	0	0.00%
	Assistant Registrar of Voters	39,573	39,573	39,573	33,914	(5,659)	-14.30%
	Election tech support				450	450	
	BASE SALARY + STEPS	43,073	43,073	43,073	37,864	(5,209)	-12.09%
	Overtime	600	1,700	1,700	1,700	0	0.00%
	Longevity	500	500	500	0	(500)	-100.00%
	TOTAL PERSONNEL SERVICES	44,173	45,273	45,273	39,564	(5,709)	-12.61%

**Appendix B
Budgets**

13	PARKING	2010	2011	2012	2013	\$ change	% change
	Personnel Services	77,525	77,525	79,815	80,015	200	0.25%
	Expenses	28,935	28,935	28,935	28,935	0	0.00%
	TOTAL	106,460	106,460	108,750	108,950	200	0.18%
		7.27%	0.00%	2.15%	0.18%		
	<u>Detail of Personnel Services:</u>						
	Parking Clerk	18,668	18,668	19,232	19,232	0	0.00%
	Data Input Operator/Clerk	57,157	57,157	58,883	58,883	0	0.00%
	BASE SALARY + STEPS	75,825	75,825	78,115	78,115	0	0.00%
	Overtime	1,000	1,000	1,000	1,000	0	0.00%
	Longevity	700	700	700	900	200	28.57%
	TOTAL PERSONNEL SERVICES	77,525	77,525	79,815	80,015	200	0.25%

14	PLANNING & COMMUNITY DEV'T	2010	2011	2012	2013	\$ change	% change
	Personnel Services	263,826	237,010	302,163	368,381	66,218	21.91%
	Expenses	6,570	19,570	25,070	16,200	(8,870)	-35.38%
	SUB TOTAL	270,396	256,580	327,233	384,581	57,348	17.53%
	Central School Allocation	(23,228)	(23,228)	(23,228)	(23,929)	(701)	3.02%
	Comm Dev Block Grant	(7,759)				0	
	Con. Comm. Fees & Fines Account	(3,000)	(2,000)	(4,000)	(5,000)	(1,000)	25.00%
	TOTAL	236,409	231,352	300,005	355,652	55,647	18.55%
		3.57%	-2.14%	29.67%	18.55%		
	<u>Detail of Personnel Services:</u>						
	Director	106,579	99,421	104,443	104,443	0	0.00%
	Ass't Director	79,223	63,378			0	
	Economic Dev't Coordinator/Ass't Director			70,939	70,939	0	
	Dir of Housing & Disability (1 PT)			35,646	33,414		
	Conservation Commission Administrator	27,305	27,305	28,129	28,129	0	0.00%
	Plan & Comm. Devel. Asst/Property Mgr (1 PT)			14,851	39,135		
	Planner *				44,162		
	Administrative Aide	46,455	46,455	47,858	47,858	0	0.00%
	BASE SALARY + STEPS	259,562	236,560	301,863	368,081	66,218	21.94%
	Longevity	4,264	450	300	300	0	0.00%
	TOTAL PERSONNEL SERVICES	263,826	237,010	302,163	368,381	66,218	21.91%
	<i>* Position previously funded through Community Development Block Grant funds</i>						

15	REDEVELOPMENT BOARD	2010	2011	2012	2013	\$ change	% change
	Personnel Services	54,337	55,308	56,614	56,614	0	0.00%
	Purchase of Services						
	Redevelopment Board Expenses	9,750	9,750	9,750	10,800	1,050	10.77%
	Gibbs Expenses	278,900	195,400	195,485	200,510	5,025	2.57%
	Parmenter Expenses	15,000	15,000	15,000	15,000	0	0.00%
	Crosby Expenses (sold in 2012)	15,000	15,000	15,000	0	(15,000)	-100.00%
	Dallin Library Expenses	5,000	5,000	5,000	5,000	0	0.00%
	SUB TOTAL	377,987	295,458	296,849	287,924	(8,925)	-3.01%
	Central School offset	(24,519)	(25,004)	(25,004)	(25,657)	(653)	2.61%
	TOTAL	353,468	270,454	271,845	262,267	(9,578)	-3.52%
		6.72%	-23.49%	0.51%	-3.52%		
	<u>Detail of Personnel Services:</u>						
	Building Craftsman	49,037	50,008	51,314	51,314	0	0.00%
	BASE SALARY + STEPS	49,037	50,008	51,314	51,314	0	0.00%
	Overtime	5,000	5,000	5,000	5,000	0	0.00%
	Longevity	300	300	300	300	0	0.00%
	TOTAL PERSONNEL SERVICES	54,337	55,308	56,614	56,614	0	0.00%

**Appendix B
Budgets**

16 ZONING BOARD OF APPEALS		2010	2011	2012	2013	\$ change	% change
	Personnel Services	19,787	19,787	13,981	13,981	0	0.00%
	Expenses	4,103	4,103	4,103	4,100	(3)	-0.07%
	TOTAL	23,890	23,890	18,084	18,081	(3)	-0.02%
		2.48%	0.00%	-24.30%	-0.02%		
	<u>Detail of Personnel Services:</u>						
	Members	0	0	0	0	0	
	Principal Clerk (1 PT)	19,787	19,787	13,981	13,981	0	0.00%
	BASE SALARY + STEPS	19,787	19,787	13,981	13,981	0	0.00%
	Longevity	0	0	0	0	0	
	TOTAL PERSONNEL SERVICES	19,787	19,787	13,981	13,981	0	0.00%

17 PUBLIC WORKS		2010	2011	2012	2013	\$ change	% change
	All Public Works						
	Personnel Services	3,550,510	3,420,217	3,422,554	3,451,679	29,125	0.85%
	Expenses	4,587,051	4,738,149	5,458,431	5,492,216	33,785	0.62%
	SUB TOTAL	8,137,561	8,158,366	8,880,985	8,943,895	62,910	0.71%
	Water/Sewer Enterprise Fund	(814,573)	(877,086)	(906,562)	(984,203)	(77,641)	8.56%
	Other offsets and transfers	(150,000)	(150,000)	(150,000)	(175,410)	(25,410)	
	TOTAL	7,172,988	7,131,280	7,824,423	7,784,282	(40,141)	-0.51%
		-0.30%	-0.58%	9.72%	-0.51%		
	<i>For fiscal year 2013, the Director of Public Works is hereby authorized to transfer funds within this budget.</i>						
	a. Public Works Administration						
	Personnel Services	433,445	434,219	406,117	429,817	23,700	5.84%
	Expenses	19,800	23,700	23,400	23,400	0	0.00%
	SUB TOTAL	453,245	457,919	429,517	453,217	23,700	5.52%
	Recycling fund offset				(25,410)		
	Water/Sewer Enterprise Fund	(132,439)	(215,832)	(228,960)	(208,035)	20,925	-9.14%
	TOTAL	320,806	242,087	200,557	219,772	19,215	9.58%
		43.16%	-24.54%	-17.15%	9.58%		
	<u>Detail of Personnel Services:</u>						
	Director of Public Works	111,254	111,254	110,191	110,191	0	0.00%
	Assistant Director of Public Works	79,223	79,223	81,615	81,615	0	0.00%
	Office Manager	57,435	57,435			0	
	Recycling Coordinator (1 PT)			25,410	25,410	0	0.00%
	Administrative Asst.	44,324	44,324	45,662	45,662	0	0.00%
	Energy manager (1 PT)				22,753		
	Sr. Building Custodian	42,450	42,450	43,731	43,576	(155)	-0.35%
	Principal accounting clerk / bookkeeper	41,355	41,355	42,604	42,604	0	0.00%
	Principal clerk / stenographer	41,355	41,355	42,604	42,604	0	0.00%
	BASE SALARY + STEPS	417,396	417,395	391,817	414,415	22,598	5.77%
	Longevity	4,649	5,424	2,900	4,002	1,102	38.00%
	Overtime & Out of Grade Pay	11,400	11,400	11,400	11,400	0	0.00%
	TOTAL PERSONNEL SERVICES	433,445	434,219	406,117	429,817	23,700	5.84%

**Appendix B
Budgets**

E N G I N E E R I N G	b. Engineering						
	Personnel Services	287,687	287,687	276,077	277,870	1,793	0.65%
	Expenses	18,300	18,300	14,300	14,300	0	0.00%
	SUB TOTAL	305,987	305,987	290,377	292,170	1,793	0.62%
	Water/Sewer Enterprise Fund	(178,118)	(178,366)	(189,712)	(180,034)	9,678	-5.10%
	Warrant Article Charges	0	0	0	0		
	TOTAL	127,869	127,621	100,665	112,136	11,471	11.40%
		5.81%	-0.19%	-21.12%	11.40%		
C E M E T E R I E S	c. Cemeteries						
	Personnel Services	291,615	291,415	199,187	205,593	6,406	3.22%
	Expenses	142,100	149,400	154,900	155,800	900	0.58%
	SUB TOTAL	433,715	440,815	354,087	361,393	7,306	2.06%
	Transfer from cemetery funds (Art.65)	(150,000)	(150,000)	(150,000)	(150,000)	0	0.00%
		283,715	290,815	204,087	211,393	7,306	3.58%
		4.82%	2.50%	-29.82%	3.58%		
	Detail of Personnel Services:						
P R O P . & N A T R E S	Supervisor/Acting Supervisor	64,915	64,915	60,027	62,278	2,251	3.75%
	Working Foreman	48,567	48,567	50,028	49,858	(170)	-0.34%
	Motor Equip. Operator (3.5)(3.5)(1)(1)	112,247	112,247	26,751	26,751	0	0.00%
	Principal clerk	39,573	39,573	40,768	40,768	0	0.00%
	BASE SALARY + STEPS	265,302	265,302	177,574	179,655	2,081	1.17%
	Longevity	2,513	2,313	2,013	2,538	525	26.08%
	Overtime & Out of Grade Pay	23,800	23,800	19,600	23,400	3,800	19.39%
	TOTAL PERSONNEL SERVICES	291,615	291,415	199,187	205,593	6,406	3%
P R O P . & N A T R E S	d. Properties/Natural Resources						
	Personnel Services	864,344	829,929	919,479	915,101	(4,378)	-0.48%
	Property Expenses	209,900	231,914	272,600	270,000	(2,600)	-0.95%
	Natural Resources Expenses	93,800	71,800	229,300	235,400	6,100	2.66%
	Field maintenance	40,000	40,000	40,000	40,000	0	0.00%
	TOTAL	1,208,044	1,173,643	1,461,379	1,460,501	(878)	-0.06%
		0.73%	-2.85%	24.52%	-0.06%		
	Detail of Personnel Services:						
	Operations Manager						
P R O P . & N A T R E S	Forestry Supervisor	62,720	62,720	64,614	64,614	0	0.00%
	Parks Maintenance Supervisor	62,720	62,720	64,614	64,614	0	0.00%
	Working Foreman / Tree Climber	48,567	48,567	50,028	49,858	(170)	-0.34%
	Working Foreman / Laborer	48,567	48,567	50,028	49,858	(170)	-0.34%
	Motor Equip. Operator (6)(6)(5)(5)	243,078	251,818	219,021	218,212	(809)	-0.37%
	Park Maintenance Craftsman (4)(3)(3)(3)	169,799	125,358	131,193	130,728	(465)	-0.35%
	Tree Climber (2)(2)(3)(3)	83,980	85,567	131,064	132,204	1,140	0.87%
	Tree Warden Stipend *	5,000	5,000	0	0	0	
	Ground Maint Workers (2)(2)(3)(3)	74,794	74,794	112,672	108,698	(3,974)	-3.53%
P R O P . & N A T R E S	BASE SALARY + STEPS	799,225	765,110	823,234	818,786	(4,448)	-0.54%
	Longevity	10,619	10,319	10,745	10,815	70	0.65%
	Overtime, Doubletime & Out of Grade Pay	54,500	54,500	85,500	85,500	0	0.00%
	TOTAL PERSONNEL SERVICES	864,344	829,929	919,479	915,101	(4,378)	-0.48%
	<i>* Tree warden stipend moved to Highway budget</i>						

**Appendix B
Budgets**

S A N I T A T I O N & H I G H W A Y S	e. Sanitation/Highway Division						
	Personnel Services - Labor	1,330,995	1,232,310	1,225,822	1,226,806	984	0.08%
	Sanitation expenses (detail below)	2,760,100	2,737,106	2,974,492	2,961,700	(12,792)	-0.43%
	Highway expenses	418,310	538,655	666,067	675,916	9,849	1.48%
	Removal of Ice & Snow	400,000	471,830	577,779	700,000	122,221	21.15%
	SUB TOTAL	4,909,405	4,979,901	5,444,160	5,564,422	120,262	2.21%
	Water/Sewer Enterprise Fund	(369,189)	(349,861)	(354,193)	(450,431)	(96,238)	27.17%
	TOTAL	4,540,216	4,630,040	5,089,967	5,113,991	24,024	0.47%
		-2.65%	1.98%	9.93%	0.47%		
	Sanitation expenses						
	Curbside collection	2,199,000	2,228,292	2,228,292	2,160,000	(68,292)	-3.06%
	Rubbish Disposal (tip fee)	1,107,200	1,037,114	1,044,500	1,050,000	5,500	0.53%
	Solid Fill Disposal	88,900	119,700	119,700	119,700	0	0.00%
	Hazardous Waste (collection & disposal)	45,000	32,000	32,000	32,000	0	0.00%
	SUB TOTAL (collection & disposal)	3,440,100	3,417,106	3,424,492	3,361,700	(62,792)	-1.83%
	Transfer from Tip Fee Stab. Fund	(680,000)	(680,000)	(450,000)	(400,000)	50,000	-11.11%
	Recycling Grant	0	0	0	0		
	TOTAL SANITATION EXPENSES	2,760,100	2,737,106	2,974,492	2,961,700	(12,792)	-0.43%
	Detail of Personnel Services:						
	Operations Manager *	79,608	79,608	82,012	82,012	0	0.00%
	Tree warden stipend *			5,000	5,000	0	0.00%
	Sup. of Highway/Water/Sewer	67,187	67,187	69,216	69,216	0	0.00%
	Ass't Supervisor of Highway	62,720	62,720			0	
	Public Works Foreman	59,729	59,729			0	
	Working Foreman / Highway (2)(1)(2)(2)	96,466	50,008	103,022	102,628	(394)	-0.38%
	Working Foreman, Mason	46,458	46,458	47,861	47,678	(183)	-0.38%
	Mason	44,036	44,036	45,366	45,198	(168)	-0.37%
	Motor Equipment Operator (12)(11)(12)(12)	508,768	457,642	523,525	524,719	1,194	0.23%
	Sign Painter	44,036	44,036	50,028	49,858	(170)	-0.34%
	Carpenter	44,036	44,036	45,366	45,198	(168)	-0.37%
	Dispatcher	42,450	42,450	43,731	43,576	(155)	-0.35%
	Laborer (2)(2)(1)(1)	74,794	74,794	38,525	38,376	(149)	-0.39%
	Temporary/Seasonal Laborers	56,250	56,250	33,750	33,750	0	0.00%
	BASE SALARY + STEPS	1,226,538	1,128,953	1,087,402	1,087,209	(193)	-0.02%
	Longevity	20,657	19,557	12,920	14,097	1,177	9.11%
	Overtime & Doubletime	80,000	80,000	121,500	121,500	0	0.00%
	Out of Grade Pay	3,800	3,800	4,000	4,000	0	0.00%
	TOTAL PERSONNEL SERVICES	1,330,995	1,232,310	1,225,822	1,226,806	984	0.08%
* Tree warden stipend moved from Natural Resources budget							
M T R E Q U I P R E P	f. Motor Equipment Repair						
	Personnel Services	342,424	344,657	395,872	396,492	620	0.16%
	Expenses	101,000	101,000	99,000	99,000	0	0.00%
	SUB TOTAL	443,424	445,657	494,872	495,492	620	0.13%
	Water/Sewer Enterprise Fund	(134,827)	(133,027)	(133,697)	(145,703)	(12,006)	8.98%
	TOTAL	308,597	312,630	361,175	349,789	(11,386)	-3.15%
		3.97%	1.31%	15.53%	-3.15%		
	Detail of Personnel Services:						
	Supervisor of Motor Equip. Repair	62,720	62,720	64,614	64,614	0	0.00%
	Working Foreman Motor Equip. Repair	50,008	50,008	51,518	51,314	(204)	-0.40%
	Motor Equipment Repairman (4)	188,860	190,593	198,203	199,432	1,229	0.62%
	BASE SALARY + STEPS	301,588	303,321	314,335	315,360	1,025	0.33%
	Longevity	4,836	5,336	5,336	4,931	(405)	-7.59%
	Overtime & Out of Grade Pay	36,000	36,000	76,201	76,201	0	0.00%
	TOTAL PERSONNEL SERVICES	342,424	344,657	395,872	396,492	620	0.16%
	g. Street lighting, traffic signals, fire alarms						
		2010	2011	2012	2013	\$ change	% change
	Maintenance	150,812	124,408	156,593	123,700	(32,893)	-21.01%
	Electricity	232,929	230,036	250,000	193,000	(57,000)	-22.80%
	TOTAL	383,741	354,444	406,593	316,700	(89,893)	-22.11%
		-8.39%	-7.63%	14.71%	-22.11%		

**Appendix B
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18	COMMUNITY SAFETY	2010	2011	2012	2013	\$ change	% change
A D M I N	All Community Safety						
	Personnel Services	11,677,768	11,581,127	11,596,658	11,723,248	126,590	1.09%
	Expenses	815,780	873,780	962,901	993,851	30,950	3.21%
	SUB TOTAL	12,493,548	12,454,907	12,559,559	12,717,099	157,540	1.25%
	Water/Sewer Enterprise Fund	0	0	0	0	0	
	School reimbursement	(30,788)	0	0	0	0	
	TOTAL	12,462,760	12,454,907	12,559,559	12,717,099	157,540	1.25%
		7.86%	-0.06%	0.84%	1.25%		
P O L I C E S E R V I C E S	a. Community Safety Administration						
	Personnel Services	378,265	386,246	402,300	406,343	4,043	1.00%
	Expenses	0	0	0	0	0	
	TOTAL	378,265	386,246	402,300	406,343	4,043	1.00%
		1.33%	2.11%	4.16%	1.00%		
	Detail of Personnel Services:						
	Police Chief	130,877	133,422	137,246	137,246	0	0.00%
	Fire Chief	111,163	113,163	118,540	118,540	0	0.00%
	Clerical (3)	126,289	129,540	136,929	140,533	3,604	2.63%
	Paid Holidays	0	0	0	0	0	
	BASE SALARY + STEPS	368,329	376,125	392,715	396,319	3,604	0.92%
	Overtime	500	500	500	500	0	0.00%
	Longevity	9,436	9,621	9,085	9,524	439	4.83%
	TOTAL	378,265	386,246	402,300	406,343	4,043	1.00%
		11.43%	12.56%	18.51%	18.42%		
	b. Police Services						
	Personnel Services	5,396,171	5,285,966	5,331,143	5,387,438	56,295	1.06%
	Expenses	481,980	501,230	564,500	576,900	12,400	2.20%
	TOTAL	5,878,151	5,787,196	5,895,643	5,964,338	68,695	1.17%
	School Reimb. (1/2 school resource officer)	(30,788)	0	0	0	0	
		5,847,363	5,787,196	5,895,643	5,964,338	68,695	1.17%
		6.55%	-1.03%	1.87%	1.17%		
	Detail of Personnel Services						
	Captains (3)(3)(3)(3)	295,740	295,740	254,730	303,136	48,406	19.00%
	Lieutenants (8)(8)(6)(6)	705,800	705,694	503,628	549,124	45,496	9.03%
	Sergeants (9)(9)(8)(9)	691,556	700,914	584,000	705,243	121,243	20.76%
	Patrolmen (44)(43)(49)(47)	2,248,806	2,710,299	3,099,371	2,857,929	(241,442)	-7.79%
	Parking Control Officers (3 PT)	78,402	84,542	83,212	86,924	3,712	4.46%
	Senior Clerk	24,799	24,799	24,799	25,548	749	3.02%
	Detention Attendant/Clerk (1)(1)(1 PT)(2 PT)	41,355	41,355	24,813	59,721	34,908	140.68%
	Animal Control Officer	46,024	47,751	47,751	49,193	1,442	3.02%
	Custodian				35,750		
	BASE SALARY + STEPS	4,132,482	4,611,094	4,622,307	4,672,568	50,261	1.09%
	Longevity	96,353	91,872	84,540	88,974	4,434	5.24%
	Overtime	288,000	288,000	413,696	413,696	0	0.00%
	Paid Holidays	165,000	165,000	165,000	165,000	0	0.00%
	School Credits	5,000	5,000	5,000	5,000	0	0.00%
	Court Time	35,000	35,000	35,000	35,000	0	0.00%
	Accreditation stipend	0	0	5,600	7,200	1,600	28.57%
	Salary increase / contractual	674,336	90,000	0	0	0	
	TOTAL PERSONNEL SERVICES	5,396,171	5,285,966	5,331,143	5,387,438	56,295	1.06%

**Appendix B
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F I R E S E R V I C E S	c. Fire Service							
	Personnel Services		5,224,523	5,224,031	5,291,985	5,349,163	57,178	1.08%
	Expenses		310,400	349,050	374,501	393,051	18,550	4.95%
		SUB TOTAL	5,534,923	5,573,081	5,666,486	5,742,214	75,728	1.34%
	Ambulance revolving fund offset *				(131,415)	(131,415)		
		TOTAL	5,534,923	5,573,081	5,535,071	5,610,799	75,728	1.37%
			10.49%	0.69%	-0.68%	1.37%		
	Detail of Personnel Services							
	Deputy Chief/Shift Commander (5)		404,320	407,245	407,245	404,320	(2,925)	-0.72%
	Captain (6)		422,322	425,826	425,826	422,316	(3,510)	-0.82%
	Lieutenant (15)		919,110	927,870	928,980	919,095	(9,885)	-1.06%
	Firefighter (50)(49)(50)(50)		2,630,354	2,623,653	2,674,100	2,644,850	(29,250)	-1.09%
		BASE SALARY + STEPS	4,376,106	4,384,595	4,436,151	4,390,581	(45,570)	-1.03%
	Longevity		120,263	110,557	109,447	111,426	1,979	1.81%
	Weekend Differential		44,460	44,460	38,460	44,460	6,000	15.60%
	Overtime		345,000	345,000	388,671	388,671	0	0.00%
	Holiday pay		143,220	143,220	127,943	127,943	0	0.00%
Vacation, personal time, double time					73,000			
School Credits		137,749	138,474	123,704	138,474	14,770	11.94%	
EMT Pay		48,225	48,225	59,108	59,108	0	0.00%	
Emergency management stipend					6,000			
Captains Working as Chief Officers		9,500	9,500	8,500	9,500	1,000	11.76%	
	TOTAL PERSONNEL SERVICES	5,224,523	5,224,031	5,291,985	5,349,163	57,178	1.08%	
	* 2 firefighters working as EMTs funded from ambulance revolving fund							
S U P P O R T S R V I C E S	d. Support Services							
	Personnel Services		678,809	684,884	702,645	711,719	9,074	1.29%
	Expenses		23,400	23,500	23,900	23,900	0	0.00%
		TOTAL	702,209	708,384	726,545	735,619	9,074	1.25%
			2.66%	0.88%	2.56%	1.25%		
	Detail of Personnel Services:							
	Master Mechanic		62,720	62,720	64,614	64,614	0	0.00%
	Motor Equipment Repairman		47,638	48,567	50,028	49,858	(170)	-0.34%
	Sr. Crime Analyst / Comm. Super.		55,359	55,359	61,831	61,831	0	0.00%
	Communications Dispatcher (9)		401,858	406,377	414,011	422,360	8,349	2.02%
		BASE SALARY + STEPS	567,575	573,023	590,484	598,663	8,179	1.39%
	Holiday Pay		23,915	23,915	23,915	23,915	0	0.00%
	Differential		1,750	1,750	1,750	1,750	0	0.00%
	Overtime & Out-of-Grade Pay		77,060	77,060	78,160	78,160	0	0.00%
	Longevity		8,509	9,136	8,336	9,231	895	10.74%
		TOTAL PERSONNEL SERVICES	678,809	684,884	702,645	711,719	9,074	1.29%
		Note: dispatchers were reclassified in FY 2008						

Note: dispatchers were reclassified in FY 2008

19	INSPECTIONS	2010	2011	2012	2013	\$ change	% change
	Personnel Services	352,598	355,594	367,473	368,100	627	0.17%
	Symmes inspections				40,000		
	Expenses *	12,300	12,300	12,000	12,000	0	0.00%
	SUB TOTAL	364,898	367,894	379,473	420,100	40,627	10.71%
	* Includes Symmes urban renewal fund offset						
	TOTAL	364,898	367,894	379,473	420,100	40,627	10.71%
		3.90%	0.82%	3.15%	10.71%		
	Detail of Personnel Services:						
	Director of Inspectional Services	95,402	95,402	100,304	100,304	0	0.00%
Wire Inspector	73,711	73,711	75,937	75,937	0	0.00%	
Plumbing & Gas Inspector	62,569	64,915	66,875	66,875	0	0.00%	
Local Building Inspector	62,720	62,720	64,614	64,614	0	0.00%	
Zoning Assistant	41,355	41,355	42,604	42,604	0	0.00%	
	BASE SALARY + STEPS	335,757	338,103	350,334	350,334	0	0.00%
Longevity	8,841	9,490	9,139	9,766	627	6.86%	
Overtime	8,000	8,000	8,000	8,000	0	0.00%	
	TOTAL PERSONNEL SERVICES	352,598	355,594	367,473	368,100	627	0.17%

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20	EDUCATION	2010 *	2011 *	2012 *	2013 *	\$ change	% change
	a. Instructional Service Programs	18,497,845	16,381,166	20,107,325	20,409,626	302,301	1.50%
	b. Special Education & Pupil Services	5,996,416	6,162,863	8,098,093	8,511,538	413,445	5.11%
	c. Instructional Support Programs	1,083,335	1,346,824	1,200,146	1,352,499	152,353	12.69%
	d. Management Services	3,671,000	3,814,005	2,306,511	3,665,593	1,359,082	58.92%
	e. Operation/Maintenance Programs	5,422,000	5,408,306	5,350,506	5,269,346	(81,160)	-1.52%
	f. Student Out of Dist Tuition & Trans	3,760,000	5,478,286	5,618,855	5,433,996	(184,859)	-3.29%
	TOTAL	36,767,221	38,591,451	42,681,436	44,642,598	1,961,162	4.59%
		-2.93%	4.96%	10.60%	4.59%		
<i>* These appropriations do not include Federal funds which go directly to the schools without appropriation</i>							

21	LIBRARIES	2010	2011	2012	2013	\$ change	% change
	Personnel Services	1,454,799	1,415,981	1,447,609	1,457,221	9,612	0.66%
	Expenses	519,870	532,870	532,870	588,680	55,810	10.47%
	TOTAL	1,974,669	1,948,851	1,980,479	2,045,901	65,422	3.30%
		12.51%	-1.31%	1.62%	3.30%		
<u>Detail of Personnel Services:</u>							
	Library Director	95,402	97,402	102,364	102,364	0	0.00%
	Ass't Director/Head of Adult Services	70,897	63,484		63,038	63,038	
	Head of Adult Services	62,742	62,742			0	
	Ass't Director			60,759		(60,759)	
	Head of Children's Services	62,742	62,742	64,637	64,637	0	0.00%
	Head of Technical Services	56,019	56,019	55,626	57,710	2,084	3.75%
	Head of Circulation	54,435	54,435	56,079	56,079	0	0.00%
	Branch Librarian/Technical Librarian (2)(1)(2)(2)	118,761	62,742	110,908	112,645	1,737	1.57%
	Adult Service Librarians (4 + 2 PT)	228,310	255,799	250,861	247,526	(3,335)	-1.33%
	Children's Librarian (2 PT)	31,253	32,423	32,044	33,245	1,201	3.75%
	Senior Library Ass'ts (9 + 2 PT)	406,147	401,405	424,232	426,193	1,961	0.46%
	Library Ass'ts (6 PT)6 PT)(7 PT)(7 PT)	84,664	83,466	98,309	100,576	2,267	2.31%
	Principal Clerk/Bookkeeper	43,215	43,215	50,730	50,730	0	0.00%
	Senior Clerk Typist (1 PT)	17,357	17,357	17,881	17,881	0	0.00%
	Custodians (2 PT)	33,960	33,960	34,890	34,890	0	0.00%
	Pages (PT)	55,744	55,744	55,744	55,744	0	0.00%
	BASE SALARY + STEPS	1,421,648	1,382,935	1,415,064	1,423,258	8,194	0.58%
	Overtime	10,800	11,303	11,303	15,000	3,697	32.71%
	Night Time Differential	1,080	1,172	1,172	1,164	(8)	-0.68%
	Longevity	21,271	20,571	20,070	17,799	(2,271)	-11.32%
	TOTAL PERSONNEL SERVICES	1,454,799	1,415,981	1,447,609	1,457,221	9,612	0.66%

**Appendix B
Budgets**

22 HEALTH AND HUMAN SERVICES		2010	2011	2012	2013	\$ change	% change
A D M I N	All Health and Human Services						
	Personnel Services	467,325	475,591	522,819	530,249	7,430	1.42%
	Expenses	285,721	298,142	296,286	309,269	12,983	4.38%
	TOTAL	753,046	773,733	819,105	839,518	20,413	2.49%
		14.68%	2.75%	5.86%	2.49%		
	a. Health and Human Services Administration						
	Personnel Services	268,737	265,935	281,448	287,166	5,718	2.03%
	Expenses	22,145	22,145	23,872	24,990	1,118	4.68%
	TOTAL	290,882	288,080	305,320	312,156	6,836	2.24%
		5.25%	-0.96%	5.98%	2.24%		
V E T E R A N S	Detail of Personnel Services:						
	Director of Health and Human Services	86,432	87,767	93,123	93,123	0	0.00%
	Health Compliance Officer	60,161	62,417	66,553	66,553	0	0.00%
	Office Manager - Health and Human Services		40,944	42,971	44,605	1,634	3.80%
	Principal Clerk & Secretary(2 PT)(0)(0)(0)	41,355				0	
	Public Health Nurse	21,402	21,409	22,055	22,055	0	0.00%
	Health Comp Officer / Sealer (1 PT) *	29,396	29,396	5,347	5,347	0	0.00%
	Health Comp Officer (1 PT)	28,826	22,273	48,984	50,820	1,836	3.75%
	BASE SALARY + STEPS	267,572	264,206	279,033	282,503	3,470	1.24%
	Overtime				2,500		
C O A	Longevity	1,165	1,729	2,415	2,163	(252)	-10.43%
	TOTAL PERSONNEL SERVICES	268,737	265,935	281,448	287,166	5,718	2.03%
	* Position shared with the Town of Belmont						
	b. Veterans' Services						
	Personnel Services	55,246	55,246	59,717	60,353	636	1.07%
	Expenses	2,672	2,117	3,339	3,339		
	Veteran's aid & assistance	258,901	257,492	268,000	276,000	8,000	2.99%
	TOTAL	316,819	314,855	331,056	339,692	8,636	2.61%
		33.72%	-0.62%	5.15%	2.61%		
	Detail of Personnel Services:						
C O A	Director of Veterans' Services	54,699	54,699	59,170	59,170	0	0.00%
	BASE SALARY + STEPS	54,699	54,699	59,170	59,170	0	0.00%
	Longevity	547	547	547	1,183	636	116.27%
	TOTAL PERSONNEL SERVICES	55,246	55,246	59,717	60,353	636	1.07%
	Note: veteran's expenses increased due to number of vets from Iraq conflict						
	c. Council on Aging						
	Personnel Services	143,342	154,410	181,654	182,730	1,076	0.59%
	Expenses	4,675	4,675	4,414	4,940	526	11.92%
	TOTAL	148,017	159,085	186,068	187,670	1,602	0.86%
		3.28%	7.48%	16.96%	0.86%		
	Detail of Personnel Services:						
C O A	Executive Secretary	73,711	73,711	75,937	75,937	0	0.00%
	Social Worker (1 PT)(1 PT)(2PT)(2 PT) *	32,738	32,738	53,958	54,667	709	1.31%
	Principal Clerk & Secretary	27,136	37,136	37,734	37,734	0	0.00%
	Nurse *	7,339	7,614	11,314	11,314	0	0.00%
	BASE SALARY + STEPS	140,924	151,199	178,943	179,652	709	0.40%
	Longevity	2,418	3,211	2,711	3,078	367	13.54%
	TOTAL PERSONNEL SERVICES	143,342	154,410	181,654	182,730	1,076	0.59%
	* Represents the Town portion only. These positions are partially funded by State grants.						
23 RETIREMENT		2010	2011	2012	2013	\$ change	% change
Contributory Pensions		7,181,006	7,448,154	8,067,526	8,504,185	436,659	5.41%
Water/Sewer Offset		(742,397)	(752,000)	(848,658)	(900,542)	(51,884)	6.11%
Non-Contributory Pensions		156,687	156,687	110,572	107,123	(3,449)	-3.12%
TOTAL		6,595,296	6,852,841	7,329,440	7,710,766	381,326	5.20%
		-5.12%	3.90%	6.95%	5.20%		

**Appendix B
Budgets**

24	INSURANCE *	2010	2011	2012	2013	\$ change	% change
	Total insurance costs	16,871,455	19,422,863	16,483,109	15,105,214	(1,377,895)	-8.36%
		0.60%	15.12%	-15.14%	-8.36%		
	<i>For fiscal year 2013, the Town Manager is hereby authorized to transfer funds within this budget.</i>						
	Group Health	15,804,127	15,950,455	7,659,899		(7,659,899)	-100.00%
	Group Insurance Commission			7,599,629	13,335,156		
	Federal Medicare withholding	746,551	728,943	725,000	745,000	20,000	2.76%
	Flexible Benefit Plan / HRA	(3,107)	(794)	800	50,800	50,000	6250.00%
	Employee mitigation fund			500,000	500,000		
	Medicare	13,746	15,225	25,000	25,000		
	Opt-out program	25,839	28,349	150,996	187,999		
	TOTAL GROUP HEALTH	16,587,156	16,722,178	16,661,324	14,843,955	(7,589,899)	-45.55%
	Recreation Enterprise Fund	(67,100)	(69,159)	(56,622)	(47,993)	8,629	-15.24%
	Veteran's Memorial Rink Enterprise Fund	(50,000)	(39,915)	(57,883)	(47,889)	9,994	-17.27%
	Youth Services Enterprise Fund	(68,609)	0	0	0	0	
	Early retirees reinsurance program			(394,400)	(73,381)	321,019	
	Contributory retirement	(31,000)	(36,875)	(36,875)	(32,748)	4,127	-11.19%
	Water/Sewer Enterprise Fund	(538,145)	(723,809)	(770,886)	(581,730)	189,156	-24.54%
	TOTAL OFFSETS	(754,854)	(869,758)	(1,316,666)	(783,741)	532,925	-40.48%
	NET GROUP HEALTH	15,832,302	15,852,420	15,344,659	14,060,214	(7,056,974)	-45.99%
		0.15%	0.13%	-3.20%	-8.37%		
	Group Life	55,703	44,839	55,000	55,000	0	0.00%
	Liability insurance	50,000	50,000	50,000	50,000	0	0.00%
	Indemnity insurance	270,625	270,625	270,625	270,625	0	0.00%
	Unemployment insurance	193,450	293,450	293,450	200,000	(93,450)	-31.85%
	Workers' Compensation	490,000	490,000	490,000	490,000	0	0.00%
	TOTAL OTHER INSURANCE	1,059,778	1,159,075	1,159,075	1,065,625	(93,450)	-8.06%
	Municipal Building Trust Fund	(20,625)	(20,625)	(20,625)	(20,625)	0	0.00%
	NET OTHER INSURANCE	1,039,153	1,138,450	1,138,450	1,045,000	(93,450)	-8.21%
	Note: Group health insurance was transferred to the Massachusetts Group Insurance Commission (GIC) in FY2012.						
	* All funds required to be paid for post employment benefits shall be transferred by the Comptroller, as needed, from this budget to the OPEB account established by Chapter 161 of the Acts of 2005 and Article 44 of the 2008 Annual Town Meeting for the purpose of paying OPEB costs from said fund.						

25	RESERVE FUND	2010	2011	2012 *	2013 *	\$ change	% change
	TOTAL	600,000	600,000	620,000	670,000	50,000	8.06%
		33.33%	0.00%	3.33%	8.06%		
	<i>* \$50,000 has been added as a reserve against threatened reductions in the Community Development Block Grant program</i>						

**Appendix B
Budgets**

A	WATER AND SEWER	2010	2012	2012	2013	\$ change	% change
	EXPENSES						
	Personnel Services	2,426,374	2,529,673	2,679,981	2,835,087	155,106	5.79%
	Expenses	12,345,033	12,584,290	13,206,551	13,991,148	784,597	5.94%
	Capital Outlay & Debt Service	1,611,848	1,619,596	1,693,200	1,701,970	8,770	0.52%
	TOTAL EXPENSES	16,383,255	16,733,559	17,579,732	18,528,205	948,473	5.40%
		7.20%	2.14%	5.06%	5.40%		
	REVENUES						
	User Charges	10,328,929	10,996,461	11,448,677	11,764,659	315,982	2.76%
	Shift of Debt to Tax Rate	5,593,112	5,593,112	5,593,112	5,593,112	0	0.00%
	Use of Reserves	287,809	0	283,943	930,421	646,478	227.68%
	MWRA Loan	0	0	0	0	0	
	Interest Income/Miscellaneous	96,524	75,411	129,000	113,413	(15,587)	-12.08%
	Real Estate Tax Liens	76,881	68,575	125,000	126,600	1,600	1.28%
	Total Water Recon Sewer & Sewer Facilities	0	0	0	0	0	
	Proceeds from sale of bonds	0	0	0	0	0	
	TOTAL REVENUES	16,383,255	16,733,559	17,579,732	18,528,205	948,473	5.40%
		6.85%	2.14%	5.06%	5.40%		
	FUND INCREASE (DECREASE)	0	0	0	0		
	(Deficit to be funded through General Fund)						
	<u>Personnel Services Detail</u>						
	Administration	47,155	47,155	47,155	48,558	1,403	2.98%
	Clerical	44,736	44,736	42,570	43,840	1,270	2.98%
	Labor	1,582,585	1,666,850	1,732,098	1,832,647	100,549	5.81%
	Retirement	742,398	761,432	848,658	900,542	51,884	6.11%
	Unemployment Compensation	2,500	2,500	2,500	2,500	0	0.00%
	Workers' compensation	7,000	7,000	7,000	7,000	0	0.00%
	TOTAL PERSONNEL SERVICES	2,426,374	2,529,673	2,679,981	2,835,087	155,106	5.79%
	<u>Water Operating Expenses Detail</u>						
	Maintenance of Water Distribution System	316,700	342,400	361,700	361,700	0	0.00%
	Maintenance of Plant	39,750	53,200	50,700	60,600	9,900	19.53%
	M.W.R.A. Assessment	3,893,882	3,993,340	4,080,393	4,713,024	632,631	15.50%
	Great Meadows	4,000	4,000	4,000	4,000	0	0.00%
	TOTAL WATER EXPENSES	4,254,332	4,392,940	4,496,793	5,139,324	642,531	14.29%
	<u>Sewer Operating Expenses Detail</u>						
	Maintenance of Sanitary Sewer System	221,000	166,000	125,000	125,000	0	0.00%
	Maintenance of Storm Sewer System	27,500	56,000	76,000	176,000	100,000	131.58%
	M.W.R.A.Assessment	6,818,476	6,761,270	7,253,472	7,483,362	229,890	3.17%
	TOTAL SEWER EXPENSES	7,066,976	6,983,270	7,454,472	7,784,362	329,890	4.43%
	<u>Indirect Expenses</u>						
	Indirect Charges	1,023,725	1,208,080	1,255,286	1,067,462	(187,824)	-14.96%
	Rates Uncollectable	0	0	0	0	0	
	TOTAL INDIRECT EXPENSES	1,023,725	1,208,080	1,255,286	1,067,462	(187,824)	-14.96%

**Appendix B
Budgets**

B	RECREATION	2010	2011	2012	2013	\$ change	% change
	EXPENSES						
	Personnel Services	288,035	279,244	262,103	262,147	44	0.02%
	Operating Expenses	329,836	274,545	257,748	262,720	4,972	1.93%
	Capital Outlay	0	10,000	8,500	0	(8,500)	-100.00%
	TOTAL EXPENSES	617,871	563,789	528,351	524,867	(3,484)	-0.66%
		-5.67%	-8.75%	-6.29%	-0.66%		
	REVENUES						
	User Fees and Charges	602,500	546,800	525,000	523,000	(2,000)	-0.38%
	Miscellaneous	18,000	17,488	17,500	17,000	(500)	-2.86%
	TOTAL REVENUES	620,500	564,288	542,500	540,000	(2,500)	-0.46%
		-7.26%	-9.06%	-3.86%	-0.46%		
	FUND INCREASE (DECREASE)	2,629	499	14,149	15,133		
	(Deficit to be funded through General Fund)						
	<u>Personnel Services Detail</u>						
	Director of Recreation (.5)	47,121	48,121	48,602	50,584	1,982	4.08%
	Recreation Facilities Supervisor	50,864	52,772	54,752	60,027	5,275	9.63%
	Principal Clerk-Stenographer (1 + 1 PT)	43,178	28,963	27,768	20,530	(7,238)	-26.07%
	Building Craftsman (.25)	11,722	11,938			0	
	SUB-TOTAL	152,885	141,794	131,122	131,141	19	0.01%
	Temporary staff	135,000	137,000	130,000	130,000	0	0.00%
	Retirement	0	0	0	0	0	
	Overtime	0	0	200	200	0	0.00%
	Longevity	150	450	781	806	25	3.20%
	TOTAL PERSONNEL SERVICES	288,035	279,244	262,103	262,147	44	0.02%
	<u>Operating Expenses Detail</u>						
	Office Supplies	2,000	2,000	1,800	1,900	100	5.56%
	Utilities	25,000	17,500	20,000	20,000	0	0.00%
	Vehicle maintenance	500	200	200	0	(200)	-100.00%
	Travel Allowance	2,896	1,643	1,677	1,677	0	0.00%
	Health Insurance	67,100	69,159	56,621	47,993	(8,628)	-15.24%
	Recreation Programs	232,340	184,043	177,450	191,150	13,700	7.72%
	Reservoir beach renovations						
	TOTAL OPERATING EXPENSES	329,836	274,545	257,748	262,720	4,972	1.93%

**Appendix B
Budgets**

C	VETERANS' MEMORIAL RINK	2010	2011	2012	2013	\$ change	% change
	EXPENSES						
	Personnel Services	221,827	228,815	239,721	241,063	1,342	0.56%
	Operating Expenses	278,533	259,298	259,015	240,719	(18,296)	-7.06%
	Capital Outlay	63,000	53,000	40,000	66,500	26,500	66.25%
	TOTAL EXPENSES	563,360	541,113	538,736	548,282	9,546	1.77%
		8.05%	-3.95%	-0.44%	1.77%		
	REVENUES						
	Public Skating	47,000	48,000	48,000	50,000	2,000	4.17%
	Ice time	342,000	330,000	330,000	347,500	17,500	5.30%
	Concession Stand	40,000	35,000	32,000	32,000	0	0.00%
	Capital & Miscellaneous	138,000	139,000	133,800	137,000	3,200	2.39%
	TOTAL REVENUES	567,000	552,000	543,800	566,500	22,700	4.17%
		8.40%	-2.65%	-1.49%	4.17%		
	FUND INCREASE (DECREASE)	3,640	10,887	5,064	18,218		
	(Deficit to be funded through General Fund)						
	<u>Personnel Services Detail</u>						
	Administration	167,900	173,665	184,140	182,139	(2,001)	-1.09%
	Clerical, Skateguards (temp)	49,777	52,000	52,000	55,000	3,000	5.77%
	Retirement & Overtime	4,000	3,000	2,500	2,500	0	0.00%
	Longevity	150	150	1,081	1,424	343	31.73%
	TOTAL PERSONNEL SERVICES	221,827	228,815	239,721	241,063	1,342	0.56%
	<u>Operating Expenses Detail</u>						
	Office Supplies	2,000	1,700	1,200	1,200	0	0.00%
	Other Supplies	6,500	5,000	0	1,080	1,080	
	Utilities (Electricity & Gas)	140,000	137,500	123,000	125,000	2,000	1.63%
	Security	6,500	6,800	7,000	7,500	500	7.14%
	Marketing	1,500	1,500	1,500	1,500	0	0.00%
	Refrigeration	10,000	6,000	6,000	7,500	1,500	25.00%
	Zamboni fuel and maintenance	3,000	4,500	3,000	4,200	1,200	40.00%
	Liability Insurance	13,383	13,383	13,383	0	(13,383)	-100.00%
	Health Insurance	50,000	39,915	57,883	47,889	(9,994)	-17.27%
	Concession Stand	22,000	21,000	19,000	20,000	1,000	5.26%
	Otherwise Unclassified	23,650	22,000	27,049	24,850	(2,199)	-8.13%
	TOTAL OPERATING EXPENSES	278,533	259,298	259,015	240,719	(18,296)	-7.06%

**Appendix B
Budgets**

D	COUNCIL ON AGING TRANSPORTATION	2010	2011	2012	2013	\$ change	% change
	EXPENSES						
	Personnel Services	76,933	61,320	65,333	75,184	9,851	15.08%
	Operating Expenses	34,200	37,900	34,900	32,400	(2,500)	-7.16%
	Capital Outlay	0	0	0	0		
	TOTAL EXPENSES	111,133	99,220	100,233	107,584	7,351	7.33%
		1.45%	-10.72%	1.02%	7.33%		
	REVENUES						
	Transfer from CoA Reserve Fund	16,006	4,911	0	0	0	
	Dial-A-Ride-Taxi fees	7,800	11,800	7,800	7,800	0	0.00%
	CDBG & transfers from other funds	32,850	37,850	40,000	40,000	0	0.00%
	Vans	18,480	7,500	5,500	7,800	2,300	41.82%
	Other state revenue	0	1,900	1,900	2,000	100	5.26%
	Donations	10,000	10,000	15,000	20,000	5,000	33.33%
	General fund subsidy	30,000	3,000	30,000	30,000		
	TOTAL REVENUES	115,136	103,961	100,200	107,600	7,400	7.39%
		5.06%	-9.71%	-3.62%	7.39%		
	FUND INCREASE (DECREASE)	4,003	4,741	(33)	16		
	<u>Personnel Services Detail</u>						
	Van driver		37,397	38,525	38,376	(149)	-0.39%
	Info & Referral		21,485	24,169	24,169	0	0.00%
	Dial-a-ride clerk		1,938	1,939	1,939	0	0.00%
	On call van driver		1,938	0	10,000	10,000	
	BASE SALARY		60,820	64,633	74,484	9,851	15.24%
	Longevity		500	700	700	0	0.00%
	TOTAL PERSONNEL SERVICES		61,320	65,333	75,184	9,851	15.08%

**Appendix B
Budgets**

E	YOUTH SERVICES DIVISION	2010	2011	2012	2013	\$ change	% change
	EXPENSES						
	Personnel Services	184,401	172,241	235,023	243,125	8,102	3.45%
	Expenses	75,509	35,825	199,900	241,100	41,200	20.61%
	TOTAL EXPENSES	259,909	208,066	434,923	484,225	49,302	11.34%
			-19.95%	109.03%	11.34%		
	REVENUES						
	Client Fees & insurance reimbursements	5,000	4,000	287,423	295,000	7,577	2.64%
	School contracts				35,000		
	Medicaid	20,000	0	0	0	0	
	Gifts and donations	0	0	10,000	20,000	10,000	100.00%
	Intergovernmental	60,000	15,000	17,500	15,000	(2,500)	-14.29%
	General fund subsidy	293,594	189,066	120,000	120,000	0	0.00%
	TOTAL REVENUES	378,594	208,066	434,923	485,000	50,077	11.51%
		-22.17%	-45.04%	109.03%	11.51%		
	FUND INCREASE (DECREASE)	118,685	0	0	775		
	<u>Personnel Services Detail</u>						
	Director of Youth Services	53,491	53,286	66,863	68,882	2,019	3.02%
	Psychiatrist (1 PT)	45,500	19,500	26,000	26,000	0	0.00%
	Psychologist (1 PT)	40,400	35,493	41,917	43,181	1,264	3.02%
	Social Worker	41,015	49,742	62,417	64,302	1,885	3.02%
	Billing agent (1 PT)		12,620	36,226	38,720	2,494	6.88%
	BASE SALARY	180,406	170,641	233,423	241,085	7,662	3.28%
	Longevity	3,995	1,600	1,600	2,040	440	27.50%
	TOTAL PERSONNEL SERVICES	184,401	172,241	235,023	243,125	8,102	3.45%
	<u>Operating Expenses Detail</u>						
	Administrative fees	4,000	2,000	25,000	18,000	(7,000)	-28.00%
	Management Consulting	950	31,825	0	0	0	
	Fee for service clinicians	0	0	171,600	204,000	32,400	18.88%
	Case manager				10,000		
	Professional licenses				2,000		
	Other purchased services				2,500		
	Office Supplies	1,000	1,000	2,000	3,000	1,000	50.00%
	Car Allowance	0	1,000	1,000	1,000	0	0.00%
	Health Insurance & Retirement	68,609	0	0	0	0	
	Unclassified	950	0	300	600	300	100.00%
	TOTAL OPERATING EXPENSES	75,509	35,825	199,900	241,100	41,200	20.61%

APPENDIX C
SUMMARY OF FINANCE COMMITTEE RECOMMENDATIONS
FISCAL YEAR 2013

REVENUES

PROPERTY TAX DETAIL

FY 2010 levy limit	88,442,215
+2.5%	2,211,055
New growth	450,000
Debt exclusions (n/I Symmes)	2,500,366
Symmes debt exclusion (net of receipts)	300,000
less MSBA receipts	(1,615,937)
MWRA debt	5,593,112
TOTAL PROPERTY TAX	97,880,811

SCHOOL REIMBURSEMENT DETAIL (MSBA)

Bishop	322,764
Brckett	347,518
Hardy	469,110
Peirce	476,545
TOTAL EXEMPT RECEIPTS	1,615,937
Ottoson (non-exempt)	858,859
TOTAL EXEMPT RECEIPTS	2,474,796

LOCAL RECEIPTS DETAIL

Motor vehicle excise	3,700,000
Other excise - hotel	250,000
Other excise - meals	300,000
Penalties & interest	185,000
Payments in lieu of taxes	0
Fees	1,140,000
Rentals	613,000
Dept revenue - schools	150,000
Dept revenue - libraries	55,000
Dept revenue - cemeteries	300,000
Dept revenue - recreation	0
Other departmental revenue	225,000
Licenses and permits	1,385,000
Special assessments	0
Fines and forfeits	60,000
Investment income	50,000
Medicare Part D	42,000
TOTAL LOCAL RECEIPTS	8,455,000

LOCAL AID ("CHERRY SHEET") DETAIL

RECEIPTS

Education

Chapter 70	8,102,943
Charter Tuition Assessment Reimbursement	57,811
Offset Receipts	
School Lunch Assistance	19,029
School Choice Receiving Tuition	0
Total Education	8,179,783

General Government

Lottery	0
Additional Assistance	0
Total unrestricted gen'l gov't	6,416,909
Police Career Incentive	0
Veterans' Benefits	223,340
Exemptions: Vets, blind, Elderly, etc.	178,152

Offset Receipts

Public Libraries	42,109
Total General Government	6,860,510
Total Estimated Receipts	15,040,293
Ch 70 add from SFSF	0
School Construction (MSBA, inc OMS)	2,474,796
Local Aid Receipts inc MSBA	17,515,089

ASSESSMENTS

State Assessments and Charges

Retired Employee's Health Insurance	0
Air Pollution Districts	13,969
Metropolitan Area Planning Council	13,497
RMV Non-Renewal Surcharge	47,600
Total Assess. & Charges	75,066

Transportation Authorities

MBTA	2,715,980
Boston Metro. Transit District	809
Total MBTA Assessment	2,716,789

Annual Charges Against Receipts

Special Education	0
Total Annual Charges	0

Tuition Assessments

School Choice Sending Tuition	0
Charter School Sending Tuition	199,567
Total Tuition Assessments	199,567
Total Estimated Charges	2,991,422
NET LOCAL AID	12,048,871

APPROPRIATIONS

BUDGETS (Article 40)

Town Manager

3 Town Manager	428,325
4 Personnel	252,321
5 Information Technology	546,895
10 Legal	427,703
14 Planning & Comm. Dev't,	355,652
15 Redevelopment Board	262,267
17a DPW - Admin.	219,772
17b DPW - Engineering	112,136
17c DPW - Cemeteries	211,393
17d DPW - Prop. / Nat. Resources	1,460,501
17e DPW - Highways / Sanitation	5,113,991
17f DPW - Motor Equip. Repair	349,789
17g DPW - Street lighting	316,700
18a Pub Safety - Admin	406,343
18b Pub Safety - Police	5,964,338
18c Pub Safety - Fire	5,610,799
18d Pub Safety - Support	735,619
19 Inspections	420,100
21 Libraries	2,045,901
22a Health & Human Services	312,156
22b Veterans Services	339,692
22c Council on Aging	187,670
Total Town Manager	26,080,063

Board of Selectmen

2 Selectmen (n/I elections)	273,542
6 Comptroller	412,098
13 Parking	108,950
16 Zoning Board	18,081
Total Selectmen	812,671

Town Clerk

11 Town Clerk	238,057
12 Board of Registrars	53,114
Total Town Clerk	291,171

Retirement

Pensions - contributory	7,603,643
Pensions - non-contrib	107,123
23 Total Pensions	7,710,766

Fixed Budgets

24 Insurance	15,105,214
8 Postage	171,297
2b Elections (Selectmen)	114,937
25 Reserve Fund	670,000
Total Fixed Budgets	16,061,448

1 Finance Committee

7 Treasurer	596,917
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9 Board of Assessors

20 Total School Budget	44,642,598
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TOTAL BUDGETS	96,465,636
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WARRANT ARTICLES

TOTAL BUDGETS

Total Budgets	96,465,636
41 Capital Plan	9,343,820

OTHER WARRANT ARTICLES

38 Collective bargaining	900,000
39 Positions reclassification	33,601
44 Minuteman pension court judgement	0
45 Minuteman Regional School	3,022,146
48 Commission on Disabilities	3,000
48 Historic District Commission	5,100
48 Historical Commission	2,160
48 Human Rights Commission	4,500
48 Recycling Committee	0
48 Tourism & Econ. Development	1,775
49 Flags on graves of veterans	4,500
49 Veteran's, Mem., Patriot's Day	5,667
50 Indemnification, medical costs	10,839
50 Legal defense	0
50 Out of state travel	0
51 Water bodies (Cons Comm)	50,000
52 Historic site signage	20,000
53 Electronic voting equipment	0
54 Commercial district parking study	0
55 Community Service program	3,750
56 Uncle Sam statue	1,500
57 Sr. Center furnishings	0
58 Concussion reduction program	0
59 Pension adjustments	0
60 Retiree health insurance (OPEB)	547,877
Revaluation	0
TOTAL OTHER ARTICLES	4,616,415
TOTAL WARRANT ARTICLES	110,425,871

ENTERPRISE FUNDS

A. WATER & SEWER

Budget	3,562,387
Capital	1,701,970
Assessment	12,196,386
Indirect charges	1,067,462
Total Expenses	18,528,205
Total Revenues	18,528,205
Net Increase (Decrease)	0

B. RECREATION

Budget	524,867
Capital	0
Total Expenses	524,867
Total Revenues	540,000
Net Increase (Decrease)	15,133

C. VETERANS' MEMORIAL RINK

Budget	481,782
Capital	66,500
Total Expenses	548,282
Total Revenues	566,500
Net Increase (Decrease)	18,218

D.COUNCIL ON AGING TRANSPORTATION

Budget	107,584
Total Revenues	77,600
From general fund	30,000
Net Increase (Decrease)	16

E.YOUTH SERVICES

Budget	484,225
Total Revenues	365,000
From general fund	120,000
Net Increase (Decrease)	775

ENTERPRISE FUND SUMMARY

Budget	5,160,845
Capital	1,768,470
Assessment	12,196,386
Indirect charges	1,067,462
Total Expenses	20,193,163
Total Revenues	20,077,305
Total from general fund	150,000
Net Increase (Decrease)	34,142

SUMMARY

SUMMARY OF REVENUES

Property Tax Levy (n/I Symmes)	97,880,811
Local Aid Receipts n/I MSBA	15,040,293
MSBA receipts	2,474,796
Local Receipts	8,455,000
Overlay reserve (Art 61)	200,000
Override stabilization fund	0
Building insurance fund	0
Use of free cash (Art 66)	600,000
TOTAL REVENUES	124,650,900

SUMMARY OF EXPENDITURES

Town budgets	51,823,038
School budget	44,642,598
Capital plan	9,343,820
Warrant articles	4,616,415
Youth Services subsidy	120,000
C of A Trans subsidy	30,000
MBTA assessment	2,716,789
MWRA debt service	5,593,112
Educ. & Library offset receipts	61,138
Charter/choice tuitions	199,567
Other state assessments	75,066
Reserve for court judgements	100,000
Appropriation deficit	350,000
Symmes urban renewal	100,000
Snow & ice deficit	0
Overlay reserve (Art 61)	900,000
Stabilization fund (Art 62)	100,000
Override stabilization fund (Art 63)	3,879,357
TOTAL EXPENDITURES	124,650,900

REVENUES LESS EXPENDITURES

	0
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Appendix D
Five Year Projection 2013-2017
(Town Manager's projection)

I REVENUE																
	FY 2012	FY 2013	Dollar Change	Percent Change	FY 2014	Dollar Change	Percent Change	FY 2015	Dollar Change	Percent Change	FY 2016	Dollar Change	Percent Change	FY 2017	Dollar Change	Percent Change
A. State Aid	13,420,743	15,040,293	1,619,550	12.07%	15,184,646	144,353	0.96%	15,331,306	146,661	0.97%	15,479,433	148,127	0.97%	15,629,042	149,608	0.97%
School Construction Aid	2,531,085	2,474,796	(56,289)	-2.22%	2,474,796	0	0.00%	2,474,796	0	0.00%	2,474,796	0	0.00%	2,474,796	0	0.00%
SFSF			0													
IDEA Funds			0													
B. Local Receipts	8,910,000	8,455,000	(455,000)	-5.11%	8,505,000	50,000	0.59%	8,555,000	50,000	0.59%	8,605,000	50,000	0.58%	8,655,000	50,000	0.58%
C. Free Cash/Muni Building Trust	481,456	600,000	118,544	24.62%	1,000,000	400,000	66.67%	750,000	(250,000)	-25.00%	750,000	0	0.00%	750,000	0	0.00%
D. Overlay Reserve Surplus	200,000	200,000	0	0.00%	200,000	0	0.00%	200,000	0	0.00%	200,000	0	0.00%	200,000	0	0.00%
E. Property Tax	95,002,494	97,880,811	2,878,317	3.03%	100,823,525	2,942,714	3.01%	103,535,285	2,711,760	2.69%	106,304,055	2,768,770	2.67%	109,146,422	2,842,367	2.67%
Symmes debt to be paid				0.00%			0.00%			0.00%			0.00%			0.00%
F. Other Revenues																
F. Override Stabilization Fund								0			2,614,560			5,338,587		
TOTAL REVENUES	120,545,778	124,650,900	4,105,122	3.41%	128,187,967	3,537,067	2.84%	130,846,387	2,658,420	2.07%	136,427,844	5,581,457	4.27%	142,193,847	5,766,003	4.23%
II APPROPRIATIONS																
	FY 2012	FY 2013	Dollar Change	Percent Change	FY 2014	Dollar Change	Percent Change	FY 2015	Dollar Change	Percent Change	FY 2016	Dollar Change	Percent Change	FY 2017	Dollar Change	Percent Change
A. Operating Budgets																
School																
General Education Costs	29,329,660	30,356,198	1,026,538	3.50%	31,418,665	1,062,467	3.50%	32,518,318	1,099,653	3.50%	33,656,459	1,138,141	3.50%	34,834,436	1,177,976	3.50%
Special Education Costs*	13,351,776	14,286,400	934,624	7.00%	15,286,448	1,000,048	7.00%	16,356,500	1,070,051	7.00%	17,501,455	1,144,955	7.00%	18,726,557	1,225,102	7.00%
Net School Budget	42,681,436	44,642,598	1,961,162	4.59%	46,705,113	2,062,515	4.62%	48,874,818	2,169,705	4.65%	51,157,914	2,283,096	4.67%	53,560,992	2,403,078	4.70%
Minuteman	2,352,988	3,022,146	669,158	28.44%	3,127,921	105,775	3.50%	3,237,398	109,477	3.50%	3,350,707	113,309	3.50%	3,467,982	117,275	3.50%
Town Personnel Services	21,970,434	22,935,142	964,708	4.39%	23,776,048	840,905	3.67%	24,696,255	920,208	3.87%	25,836,506	1,140,251	4.62%	27,018,416	1,181,910	4.57%
Expenses	9,160,916	9,210,916	50,000	0.55%	9,260,916	50,000	0.54%	9,310,916	50,000	0.54%	9,360,916	50,000	0.54%	9,410,916	50,000	0.53%
Less Offsets:																
Enterprise Fund/Other	(1,634,410)	(1,688,999)	(54,589)	3.34%	(1,748,114)	(59,115)	3.50%	(1,809,298)	(61,184)	3.50%	(1,872,624)	(63,325)	3.50%	(1,938,166)	(65,542)	3.50%
Tip Fee Stabilization Fund	(450,000)	(400,000)	50,000	-11.11%	(179,793)	220,207	-55.05%	0	179,793							
Net Town Budget	29,046,940	30,057,059	1,010,119	3.48%	31,109,056	1,051,997	3.50%	32,197,873	1,088,817	3.50%	33,324,799	1,126,926	3.50%	34,491,167	1,166,368	3.50%
MWRA Debt Shift	5,593,112	5,593,112	0	0.00%	5,593,112	0	0.00%	5,593,112	0	0.00%	5,593,112	0	0.00%	5,593,112	0	0.00%
B. Capital budget																
Exempt Debt Service	2,836,327	2,800,366	(35,961)	-1.27%	3,029,598	229,232	8.19%	2,945,587	(84,011)	-2.77%	2,848,691	(96,896)	-3.29%	2,753,751	(94,940)	-3.33%
Non-Exempt Service	5,184,398	5,184,894	496	0.01%	5,717,785	532,891	10.28%	5,557,330	(160,455)	-2.81%	5,816,402	259,072	4.66%	6,346,016	529,614	9.11%
Cash	1,033,400	1,462,356	428,956	41.51%	1,330,106	(132,250)	-9.04%	1,396,650	66,544	5.00%	1,370,956	(25,694)	-1.84%	1,296,625	(74,331)	-5.42%
Minus Capital Carry Forward	(209,300)	(103,796)			(125,200)	(21,404)	20.62%	(127,216)	(2,016)	1.61%	(152,005)	(24,789)	19.49%	(159,938)	(7,933)	5.22%
Total Capital	8,844,825	9,343,820	498,995	5.64%	9,952,289	608,469	6.51%	9,772,351	(179,938)	-1.81%	9,884,044	111,693	1.14%	10,236,454	352,410	3.57%
C. Pensions	7,329,440	7,710,766	381,326	5.20%	8,173,411	462,646	6.00%	8,663,816	490,405	6.00%	9,183,645	519,829	6.00%	9,734,664	551,019	6.00%
D. Insurance	15,923,010	15,105,214	(817,797)	-5.14%	16,162,578	1,057,365	7.00%	17,293,959	1,131,380	7.00%	18,504,536	1,210,577	7.00%	19,799,854	1,295,318	7.00%
E. State Assessments	2,846,071	2,991,422	145,351	5.11%	3,066,208	74,786	2.50%	3,142,863	76,655	2.50%	3,221,434	78,572	2.50%	3,301,970	80,536	2.50%
F. Offset Aid - Library & School	62,085	61,138	(947)	-1.53%	61,138	0	0.00%	61,138	0	0.00%	61,138	0	0.00%	61,138	0	0.00%
G. Overlay Reserve	600,000	900,000	300,000	50.00%	600,000	(300,000)	-33.33%	600,000	0	0.00%	800,000	200,000	33.33%	600,000	(200,000)	-25.00%
H. Other Crt Jdgmnts/ Deficit/ symmes	621,741	550,000	(71,741)	-11.54%	700,000	150,000	27.27%	700,000	0	0.00%	700,000	0	0.00%	700,000	0	0.00%
I. Warrant Articles	657,311	794,269	136,958	20.84%	646,515	(147,754)	-18.60%	646,515	0	0.00%	646,515	0	0.00%	646,515	0	0.00%
J. Override Stabilization Fund	3,986,819	3,879,357			2,290,625			62,544								
K. TOTAL APPROPRIATIONS	120,545,778	124,650,900	4,105,122	3.41%	128,187,967	3,537,067	2.84%	130,846,387	2,658,420	2.07%	136,427,844	5,581,457	4.27%	142,193,847	5,766,003	4.23%
III RESERVE BALANCES																
	FY 2012	FY 2013			FY 2014			FY 2015			FY 2016			FY 2017		
Free Cash	4,378,542	2,000,000			2,000,000			2,000,000			2,000,000			1,500,000		
Stabilization Fund	2,558,551	2,635,308			2,714,367			2,795,798			2,879,672			2,966,062		
Override Stabilization Fund	3,986,819	7,866,176			10,156,801			10,219,345			7,604,785			2,266,198		
Tip Fee Stabilization Fund	562,906	179,793			0			0			0			0		
Municipal Bldg Ins. Trust Fund	833,415	858,418			884,170			910,695			938,016			966,157		
TOTAL RESERVE BALANCES	12,320,234	13,539,695			15,755,338			15,925,838			13,422,473			7,698,417		
% of General Fund Revenue	10.2%	10.9%			12.3%			12.2%			9.8%			5.4%		